



Temporary Seal

## **OFFICIAL AGENDA**

Wednesday, October 8, 2003

**7:00 PM**

**City Administrative Offices**

**City Council**

**City of Miami Gardens**

**17801 NW 2<sup>nd</sup> Avenue, Suite 201  
Miami Gardens, Florida**



## **CITY OF MIAMI GARDENS CITY COUNCIL MEETING AGENDA**

City of Miami Gardens Administrative Offices  
17801 N.W. 2<sup>nd</sup> Avenue, Suite 201  
Miami Gardens, FL 33169  
Wednesday, October 8, 2003  
7:00 p.m.

Mayor Shirley Gibson  
Vice Mayor Aaron Campbell  
Councilman Melvin L. Bratton  
Councilman Oscar Braynon, II  
Councilwoman Audrey J. King  
Councilwoman Sharon Pritchett  
Councilwoman Barbara Watson

**1. CALL TO ORDER/ROLL CALL OF MEMBERS**

**2. INVOCATION**

**3. PLEDGE OF ALLEGIANCE**

**4. APPROVAL OF MINUTES:**

APPROVE MINUTES OF CITY COUNCIL MEETING OF  
SEPTEMBER 24, 2003

**5. AGENDA/ORDER OF BUSINESS (ADDITIONS/DELETIONS/AMENDMENTS):**

**6. SPECIAL PRESENTATIONS:**

NONE

**7. ORDINANCES FOR FIRST READING:**

NONE

**8. ORDINANCES FOR SECOND READING (PUBLIC HEARINGS):**

NONE

**9. RESOLUTIONS:**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, REQUESTING MIAMI-DADE COUNTY COMPLY WITH ITS FISCAL YEAR 2002-2003 BUDGET ORDINANCE AS IT RELATES TO THE COSTS OF INTERIM SERVICES PROVIDED TO THE CITY OF MIAMI GARDENS; DIRECTING THE INTERIM CITY MANAGER TO FORWARD A COPY OF THIS RESOLUTION TO THE MAYOR, THE BOARD OF COUNTY COMMISSIONERS AND THE COUNTY MANAGER OF MIAMI-DADE COUNTY IN ORDER TO EFFECTUATE THE TERMS OF THIS RESOLUTION; PROVIDING FOR AN EFFECTIVE DATE. (SPONSORED BY VICE-MAYOR AARON CAMPBELL)**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, REQUESTING THAT MIAMI-DADE COUNTY RENAME THE POLICE DISTRICT IN THE CITY OF MIAMI GARDENS FROM “MIAMI-DADE COUNTY POLICE DEPARTMENT CAROL CITY DISTRICT” TO “MIAMI-DADE COUNTY POLICE DEPARTMENT MIAMI GARDENS DISTRICT”; PROVIDING A DIRECTIVE TO THE INTERIM CITY MANAGER TO DO ALL THINGS NECESSARY TO EFFECTUATE THE NAME CHANGE OF ALL POLICE STATIONS WITHIN THE CITY; PROVIDING FOR AN EFFECTIVE DATE. (SPONSORED BY VICE MAYOR AARON CAMPBELL)**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, ENCOURAGING BUSINESSES WITHIN THE CITY OF MIAMI GARDENS TO SUPPORT ECONOMIC DEVELOPMENT INITIATIVES SPONSORED BY THE CITY; PROVIDING FOR AN EFFECTIVE DATE. (SPONSORED BY COUNCIL MEMBER BARBARA WATSON)**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, ENCOURAGING VOTER REGISTRATION WITHIN THE CITY; PROVIDING FOR PLACEMENT OF REGISTRATION EDUCATIONAL MATERIALS AND APPLICATIONS AT CITY HALL; PROVIDING FOR AN EFFECTIVE DATE. (SPONSORED BY COUNCIL MEMBER AUDREY J. KING)**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, APPROVING AMENDMENT NO. 1 TO THE AGREEMENT BY AND BETWEEN THE CITY OF MIAMI GARDENS AND WILLIAM J. GREEN, JR., J.D.; AUTHORIZING THE MAYOR TO EXECUTE THE CONSULTANT AGREEMENT ATTACHED HERETO AS EXHIBIT "A"; PROVIDING FOR AN EFFECTIVE DATE. (INTERIM CITY MANAGER)**

**10. REPORTS OF INTERIM CITY MANAGER**

10A BUDGET UPDATE AND FINAL DISPOSITION OF DEPARTMENTAL SERVICE LEVELS (ITEM FORTHCOMING)

DISCUSSION OF INTERLOCAL AGREEMENTS

0C) TRANSITION STATUS REPORT

**11. REPORTS OF MAYOR AND COUNCIL MEMBERS**

A) GENERAL REPORTS FROM MAYOR AND COUNCIL MEMBERS

1 "WALKING FOR MIAMI GARDENS" – COUNCIL MEMBER AUDREY J. KING



**12. REQUESTS, PETITIONS & OTHER COMMUNICATIONS FROM THE PUBLIC:**

12A) PUBLIC COMMENTS 20 MINUTES

**13. ADJOURNMENT:**

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, ALL PERSONS WHO ARE DISABLED AND WHO NEED SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THIS MEETING BECAUSE OF THAT DISABILITY SHOULD CONTACT WILLIAM GREEN (305) 653-3944, NOT LATER THAN 48 HOURS PRIOR TO SUCH PROCEEDING.

ANYONE WISHING TO OBTAIN A COPY OF ANY AGENDA ITEM MAY CONTACT WILLIAM GREEN (305) 653-3944

ANYONE WISHING TO APPEAL ANY DECISION MADE BY THE CITY OF MIAMI GARDENS WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING OR HEARING WILL NEED A RECORD OF THE PROCEEDINGS AND, FOR SUCH PURPOSE, MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

**Please turn-off any beepers and cellular telephones to avoid interrupting the council meeting.**





## CITY OF MIAMI GARDENS MEMORANDUM

To: Honorable Mayor &  
City Council

Date: 10/3/03

From: Ronetta Taylor, CMC *RT*

Subject: Minutes  
Of 9/24/03 Meeting

Please be advised that I have changed the minutes format. I will provide minutes with each line numbered. This will facilitate quick reference for amendments, etc.

I will also indicate the address where the Council meetings are held. This satisfies Roberts Rules of Order provision for jurisdiction purposes.

If I can be of further assistance, please advise.



**CITY OF MIAMI GARDENS  
REGULAR CITY COUNCIL MINUTES  
SEPTEMBER 24, 2003**

**1. CALL TO ORDER/ROLL CALL OF MEMBERS**

The City Council of the City of Miami Gardens, Florida met in regular session on Wednesday, September 24, 2003 beginning at 7:03 p.m., at the City of Miami Gardens Administrative Offices, 17801 NW 2<sup>nd</sup> Avenue, Suite 201.

The following members of the City Council were present: Mayor Shirley Gibson, Vice Mayor Aaron Campbell, and Council Members Melvin Bratton, Audrey J. King, Sharon Pritchett, Barbara Watson and Oscar Braynon, II.

Also in attendance were: Interim City Manager Cynthia Curry, Transition Coordinator William J. Green, Jr., Interim City Attorney Hans Ottinot, and City Clerk Ronetta Taylor.

**2. INVOCATION**

Attorney James Saunders delivered the Invocation.

**3. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited in unison.

**4. APPROVAL OF MINUTES:**

**4A) APPROVE MINUTES OF CITY COUNCIL MEETING OF AUGUST 7, 2003**

Vice Mayor Campbell indicated that the minutes should be corrected to reflect the correct surname of the Transition Coordinator, instead of William J. King, Jr., it should read William J. Green, Jr.

Councilmember Pritchett questioned whether the August 7, 2003 minutes were accurately recorded.

Interim Manager Curry indicated that all the minutes were recorded.

Councilmember Pritchett made a request to review the tape because of a discrepancy under Section 6 of the minutes.

Interim Manager Curry advised the Council that this item would be transcribed in verbatim form, and would be shared with Ms. Pritchett.

Councilmember Pritchett further indicated that Item No. 9, last paragraph should read "All voted in favor of the previous motion with the inclusion of the additional depositories".

Councilmember Bratton referenced Item No. 9B; the surname of Attorney Reginald Clyne is misspelled with a "K" and should be corrected to reflect the correct spelling with a "C".

Councilmember Pritchett referenced Item No. 12B, the correct spelling of the surname should be Arribas instead of Arivas.

Councilmember King also referenced Item No. 12B and indicated that the surname should be Isley instead of Isom.

4B) APPROVE MINUTES OF CITY COUNCIL MEETING OF AUGUST 20, 2003

4C) APPROVE MINUTES OF SPECIAL CITY COUNCIL MEETING OF AUGUST 27, 2003

4D) APPROVE MINUTES OF CITY COUNCIL MEETING OF SEPTEMBER 10, 2003

It was moved by Vice Mayor Campbell, seconded by Councilmember Bratton to approve the minutes with the necessary corrections. All voted in favor. The motion carried by a 7-0 vote.

**5. AGENDA/ORDER OF BUSINESS (ADDITIONS/DELETIONS/AMENDMENTS):**  
Mayor Gibson amended the Agenda to include under Item No. 12A, a presentation by SOCA.

**6. SPECIAL PRESENTATIONS:**

6A) NONE

**7. ORDINANCES FOR FIRST READING:**

7A) NONE

It was moved by Councilmember Watson, seconded by Vice Mayor Campbell to move item No. 9A up to be heard after the 8A. The motion carried by a 7-0 vote. This item is reflected in its respective place in the official minutes..

**8. ORDINANCES FOR SECOND READING (PUBLIC HEARINGS):**

**ORDINANCE NO. 2003-05**

2           8A) AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF  
3 MIAMI GARDENS, FLORIDA, ADOPTING A GENERAL FUND  
4 OPERATING BUDGET FOR THE FISCAL YEAR COMMENCING  
5 OCTOBER 1, 2003 AND ENDING SEPTEMBER 30, 2004;  
6 PROVIDING FOR POST AUDIT; PROVIDING FOR EXPENDITURE  
7 OF FUNDS APPROPRIATED IN THE BUDGET; PROVIDING FOR  
8 AN EFFECTIVE DATE. (INTERIM CITY MANAGER)  
9

10           Interim Manager Curry recounted that a workshop was held on September 8<sup>th</sup> outlining the  
11 FY 2003-04 Budget. This item was introduced on first reading at the September 10<sup>th</sup> Council  
12 meeting. Between that time frame administration has had an opportunity to work with the County  
13 Budget Office as well as with several of the other revenue sponsors, with one of those sponsors being  
14 Florida Power & Light. In the case of the Franchise revenue for electricity budgeted in the first  
15 reading at 3.4 million dollars. Because Florida Power & Light has not yet specified all of the tax  
16 associated with the City of Miami Gardens their representative is not comfortable with providing a  
17 budgeted figure for Electrical Franchise Taxes. Administration has been working with Miami-Dade  
18 County, since this is the entity that receives the revenue, for an estimate of this particular revenue  
19 item. Because administration has not been able to get an accurate figure the amount has been  
20 reduced. Therefore, the revised estimate for the Electrical Franchise Fee is 2.6 million dollars. This  
21 amount is still higher than what Miami-Dade County suggested budgeting. The gas portion is being  
22 left at \$305,000.00, leaving the total estimate at 2.805 million dollars.  
23

24           Interim Manager Curry recommended being very conservative with potential franchise  
25 revenues since the City has no history as to what has been received in the past. This is the rationale  
26 she used for the \$800,000 reduction on the electrical franchise (3.4 million down to 2.6 million). If  
27 this amount comes in higher the difference can be put into the City's reserve. Reductions were also  
28 made on the expenditure side. The Tax Equalization Reserve was reduced from \$500,000 to  
29 \$300,000. Funds were shifted from the Public Works department, and use of Transportation Fund  
30 money were earmarked to fund Public Works road related activities, which is acceptable. This  
31 acceptable use was confirmed by Miami-Dade County's Budget Office. The real reduction is in the  
32 Parks & Recreation Department, where at the first reading of the budget the departmental budgeted  
33 amount was 2.3 million dollars. It has now been reduced to 2.1 million dollars. This represents a  
34 reduction of \$200,000. All other budgeted items remain the same as discussed at the budget  
35 workshop and first reading on the budget. The budget adopted tonight will become a part of the  
36 Interlocal Agreement with Miami-Dade County, which will then translate into service.  
37

38           Interim Manager Curry emphasized that there is no room for movement within the budget at  
39 all. She said the Contingency Reserve is considered untouchable because it is needed to balance off  
40 any potential uncollected revenue the City might have on the revenue side because there is no history  
41 as to whether the revenues will come in as anticipated. The Tax Equalization Reserve is considered  
42 a holder, whereas the Contingency Reserve can be accessed based on what is occurring within the  
43 fiscal year. The City has a 1 million dollar Contingency Reserve.  
44

Interim Manager Curry reiterated the importance of not spending any funds from either the Tax Equalization Reserve or Contingency Reserve because the City has no revenue history and should be used as a holder in case there are anticipated revenues that don't come in. Included in the budget is a Revenue Utility Tax budgeted at 5.975 million dollars; however there is a large portion of this Utility Tax that is very dependent on the Florida Power & Light account. Because Florida Power & Light can't provide accurate figures it is very important that the Revenue Utility Tax item be monitored very closely on a monthly basis. This will ensure it is in line with the projections in the budget because if there is a flip, adjustments will have to be made on the expenditure. Watching the revenues and making the necessary adjustments on the expenditure side is critical during this transition year. This is especially essential as it related to the interim cost between May 13, 2003, and the end of this fiscal year, September 30, 2003. Those costs include everything that the County has provided for the City within that period. At that time the City had preliminary numbers and at present still do not have those final numbers from Miami-Dade County. Just based on the numbers the City has, there is a deficit of close to a quarter million dollars, moving into the 2003/04 Fiscal Year. That amount did not include police cost or cost for the elections previously held. The police cost in the interim is in excess of the budgeted amount for 2003/04. This will have a significant impact on that deficit figure. A very detailed report will be provided to the Council members at the October 8<sup>th</sup> Council meeting detailing all expenditures and encumbrances on the budget adopted in August. The cost associated with the interim period can be worked out through the Interlocal agreement with Miami-Dade County. However it is important that the Council understand that there will be a deficit scenario based on expenditures and revenues for the interim period. The police department has a budget of \$21, 680, 080. Those figures were provided at a previous workshop in terms of what services will be provided.

Interim Manager Curry said that it is important to state that if the City in fact continues to receive services at the cost that the County provides those services, the City will not be able to afford those services at that cost. The City has to contract with Miami-Dade County for three years for police services. The city is currently negotiating at a point where administration is relatively comfortable with the police numbers. However, based on the cost associated with the City's Parks and other departments there is no way the City can afford to buy those services from Miami-Dade County at the current level that Miami-Dade County provides those services. Quality of service is a question mark because who is to say that the service provided by Miami-Dade County is a better service than what the City may provide either by direct hiring of employees or contracting the service out because there is no prior history of what the cost would be.

Interim Manager Curry indicated that the City has to immediately move into a transition mode where those services currently being provided by Miami-Dade County are moved out of the County and into the City. The City then needs to make the decision as to whether employees are hired or services are contracted out. This will not be an easy task until there is a revenue history and a cash flow.

Councilmember Braynon questioned the difference between the interim cost and FY 2003/04 cost for police services.

Major Thompson, a representative of the Miami Dade Police department appeared before the

City Council to address Councilmember Braynon's question. He indicated that what the City is contracting for is a little less than what Miami-Dade County currently provides. The COPS component (26 officers and four sergeants) will not be a part of the contract. Currently, COPS officers provide police services during events held at public parks. That service will no longer be provided once the agreement is signed. The police department's 97 officers will still provide the police service for events held at public parks, however that will mean there will be less officers patrolling the streets. This may result in slower response time.

Major Marshall, a representative of the Miami Dade Police department appeared before the City Council to further expound on comments made by Major Thompson. He related that the City will still have the 97 police officers once the contract is signed. The COPS program however, will not be in effect because there will not be available manpower. He shared that crime within the City of Miami Gardens is down 7% across the board. The City also leads Miami-Dade County in overall reduction in robberies, down 18%.

Major Marshall emphasized that the Miami-Dade Police Department is committed to providing the highest level of police service to the City.

Mayor Gibson asked Major Marshall to expound on the Operation Safe Streets initiative

Major Marshall explained that this program was initiated through the County Mayor's Office. Each year a certain amount of money is budgeted to be used as overtime to help fight crime. As of the last budget there was \$600,000, of which \$567,000 was actually used. The worst area for robberies in the City of Miami Lakes is between 37<sup>th</sup> and 47<sup>th</sup> Avenue, which the police department will be taking over as well. In addition, the Miami-Dade County police department will be taking on the 441 corridor, because of all the auto dealerships there are a lot of auto thefts and burglaries. The reporting cap is going to be higher because right now his department is not doing that, but once the services commence, those crime reporting statistics will be reflected.

Councilmember Pritchett asked Major Marshall if the Council members can receive a copy of the information he'd provided.

Major Marshall indicated that this information would be provided to the City Manager.

Councilmember Pritchett asked if a list could be made available of the current services the Miami-Dade police department provides, as well as a list of those services to be provided during the next budget cycle.

Major Marshall related that Major Thompson would be providing that information.

Major Thompson indicated that this information would be provided to the City Manager.

Mayor Gibson asked for clarification on the Enhancement monies and whether this money was used for officers to attend court.



2 Major Marshall said that the overtime money was being used for the officers when appearing  
3 in court.

4 Councilmember Braynon asked how much the cost would be to the City to keep the same  
5 level of service currently being provided by the Miami-Dade County Police Department.

6  
7 Amber Riviera, a representative from the Miami-Dade County Budget Office appeared before  
8 the City Council and related that the interim cost is approximately 22 million dollars. Specialized  
9 services will be at an additional cost.

10  
11 Interim Manager Curry interjected to state that there were two periods that the City was  
12 working on. The May through September ~~and~~ FY 200<sup>2</sup>0<sup>3</sup>3 for local police service only the cost is  
13 22 million dollars. Added to that is 6 million dollars for specialized services. That is a cost of 28  
14 million dollars for police services for the interim period. For FY 200<sup>3</sup>0<sup>4</sup>4 the cost for localized  
15 police service is 15 million and specialized service is 6 million for a total amount of 21 million  
16 dollars. *OR*

17  
18 Major Marshall indicated that the 28 million dollars represented the current level of service  
19 for not just Miami Gardens, but includes the Intercostal and Miami Lakes.

20  
21 Major Thompson indicated that the City will not be billed the \$200.00 service charge for  
22 individual calls.

23  
24 Councilmember King questioned the need to have so many officers at one call. She related a  
25 shooting incident in the Winn Dixie parking lot where she noticed approximately 30 police officers  
26 on the scene. She asked how would this impact the budget.

27  
28 Major Thompson said that would equate to only one call. He said the additional officers  
29 are needed to secure the crime scene and talk with potential witnesses. The immediate response  
30 when a shooting incident goes out is to aid and comfort the victim, and get the bad guy.

31  
32 Major Marshall related an incident where a shooting victim was actually driven to the police  
33 station, when the call went out, all the police officers immediately descended to the police station.  
34 This is a proactive police measure and the way the police department does business.

35  
36 Vice Mayor Campbell said considering the fact that Miami-Dade County has already  
37 budgeted for those cost for services utilized by Miami Gardens during the interim period, and  
38 considering the fact that they have already collected the revenues for that budget, they have been the  
39 ones providing the service without any input from the City. He asked why charge the City for those  
40 interim police services for which it had no control over, and allow the City to start out fresh on  
41 October 1, 2003.

42  
43 Ms. Riviera indicated that Ms. Curry was very clear in explaining that the cost of service  
44 being provided now exceeds the amount of revenue that has been collected.

2 Vice Mayor Campbell provided a clarification for his comments and suggested that Miami-  
3 Dade County forgive those cost for services because the funds were already allocated in Miami-Dade  
4 County's FY 2002/03 budget.

5 Major Thompson indicated that this question could not be answered by the staff present at  
6 tonight's meeting.

7  
8 Councilmember Pritchett asked if the Communication Tax included all of the taxes that will  
9 be coming directly to the City.

10  
11 Interim Manager Curry related that the budget does include the rates that have been approved  
12 by the Council.

13  
14 Mayor Gibson opened the floor for the Public Hearing for FY 2003/04 Budget.

15  
16 Reverend Coles appeared before the City Council to encourage implementing Vice Mayor  
17 Campbell's suggestion. He then referenced the Interlocal Agreement and questioned whether  
18 Miami-Dade County would be responsible to the City for the actual cost as opposed to what the City  
19 is currently paying.

20  
21 Mayor Gibson shared that the Town of Miami Lakes did a very detail audit of police cost and  
22 ended up getting a refund from Miami Dade County of approximately 1.3 million dollars. She  
23 shared that there is an issue of trying to find out from a fiscal agent that has our money, how much  
24 they actually have and how much they are spending.

25  
26 Interim Manager Curry referenced the memorandum she'd provided to the Council members  
27 in regard to this budget. She indicated that Major Marshall has worked out the performance  
28 measures that need to be built into the contract with the police department.

29  
30 Ms. Barbara Jordan, a resident of Miami Gardens and an Assistant County Manager residing  
31 at 2251 NW 188<sup>th</sup> Terrace appeared before the City Council to explain the difference between a  
32 donor city and a recipient city. She identified Miami Gardens as a recipient city because it is not  
33 revenue sufficient. She further expressed concern with respect to the reduction of the current level  
34 of police service and parks (the closure of three parks and two pools).

35  
36 Mayor Gibson interjected and stated that the 17 parks in this area are in dire need of repairs,  
37 etc., this didn't happen as of May 13<sup>th</sup> but has been an on-going problem in this area for years. She  
38 related that none of the Mitigation funds collected from these donor cities have reached poorer areas  
39 of Miami-Dade County.

40  
41 Ms. Riviera appeared before the City Council and related that members of the Miami-Dade  
42 Parks Department were available to answer any questions as it related to Parks and Recreation. She  
43 further explained that the Municipal Services Trust Fund money (Mitigation fee) collected from  
44 Miami Lakes goes to police budget. This fund is designed to combat the negative financial impact  
45 of the donor areas departure from Miami-Dade County.

1  
2 Interim Manager Curry referenced the Parks budget and indicated that when she'd spoken  
3 with Ms. Rodriguez, the Parks Director for Miami-Dade County, she indicated a budget of over 3  
4 million dollars and in order to address services to the city with a budget of 2.1 million dollars, they  
5 were going to have to reduce services. In doing so, two parks and two pools were identified for  
6 closing, with the elimination of eight full time positions. This would involve all the programming  
7 in the parks including the After School care and summer programs. However it would be the decision  
8 of this council as to what parks and what pools would be closed if in fact that is the mix this council  
9 wants to live with. There will be a reduction in services by Miami-Dade County if they provide the  
10 services; if those services are provided by the City in conjunction with a contractor that may not be  
11 the case. In addition, the closing of those parks and pools is contingent on this council and other  
12 issues involved with the Interlocal agreement.  
13

14 Councilmember Watson related a situation with the Village of Pinecrest where the Council  
15 members decided to pave some streets and asked Miami-Dade County to provide a price for this  
16 service. Miami-Dade County provided an amount, but when the work was bided out it came in at a  
17 much lower rate than what Miami-Dade County had provided. She emphasized that by having in  
18 house services the City may do better than what Miami-Dade County can provide.  
19

20 Mr. Alphonso Brewster of 1812 NW 192<sup>nd</sup> Street appeared before the City Council to express  
21 his views about the budget. He questioned how much money would be left if the City has to pay  
22 Miami-Dade County for providing services. He further questioned whether solid waste and waste  
23 management services were included in this budget.  
24

25 Mayor Gibson explained that some of the items were included in the Budget, however the  
26 City would not be providing water and sewer and solid waste services.  
27

28 The Honorable Betty Ferguson, Miami-Dade County Commissioner for this District appeared  
29 before the City Council to thank them for allowing for public input per subject area. She indicated  
30 that the COPS program was based on a grant. She related that the grant funds received were based  
31 on statistics from this area. However, this area can not get the service. She related that the City has  
32 to be very creative in supplementing its budget. She challenged those police officers living in this  
33 area to assist with the writing of grants to assist this city. She further encouraged the citizens to  
34 form lobbying groups, which in turn will be assistance to her at the County level. She emphasized  
35 that this transition period is very critical.  
36

37 Mr. Anselm Smith of 721 NW 187<sup>th</sup> Drive appeared before the City Council to express his  
38 views about being a recipient city and not knowing how much money is suppose to come to this  
39 community. He further referenced the COPS Program and related that this money was in place  
40 because of this community, therefore the money should still be in place for this community. He  
41 referenced the Parks and indicated that Miami-Dade County is paying its Parks employees a higher  
42 salary than other areas. He opined that the City did not have to reduce any services with the City  
43 Manager's due diligence through this trying time.  
44

45 Councilwoman Pritchett asked how many school crossing guards were allocated for the City

of Miami Gardens.

Major Thompson said there were none earmarked. He explained that this issue has to be worked out with the City Manager because there is a charge for the school crossing guards. He said there is however, some revenue that would come back to the City but it would not be enough to pay 100% for this service.

Interim Manager Curry shared that she'd specifically asked this question of the County's budget staff and was told that there was no money allocated in the police budget for a school crossing guard program. The County's budget staff indicated that there was money in the unincorporated Miami-Dade County area to supplement the school crossing program.

Ms. Riviera indicated that if the Council wanted to add this program to the police level of service it could be negotiated in the contract.

Councilmember Pritchett expressed concern with the safety issue associated with no having allocated for school crossing guards in FY 2003-04 Budget. She inquired as to how this can be rectified because the safety of our children is imperative. She related that she did not hear any solutions for keeping the children safe and this aggrieved her

Councilmember Braynon asked if the school crossing guard program was in that 7 million dollar gap in FY 2003-04 Budget.

Interim Manager Curry shared that there is a portion of grant funding available to assist with this program.

Ms. Rondalier Sims of 17200 NW 9<sup>th</sup> Place appeared before the City Council to express concern about the reduction of service in the Parks and Recreation Park program.

Ms. P.S. Wimberly of 17351 NW 29<sup>th</sup> Avenue appeared before the City Council to express her views about the budget and the Parks and Recreation program. She emphasized the importance of grant funding to assist with city programming. She suggested, for litigation purposes the creation of a Planning & Zoning Board and appointing those residents with zoning experience that previously served on the Community Council.

Mayor Gibson indicated that she will take Ms. Wimberly's and Reverend Coles' suggestions under advisement and will look into initiating a resolution for the Council's consideration. As Commissioner Ferguson stated, this would further help her as she continues to fight for a lot of other services for this area.

Mr. Les Williams of 17204 NW 49<sup>th</sup> Place appeared before the City Council to express his views about the budget. He opined that a budget is a political document not a business document.

Mr. Lemuel Wims of 19675 NW 32<sup>nd</sup> Court appeared before the City Council to express his views about the budget and the Parks and Recreation Programs.

2 Ms. Janice Coakley of 19681 NW 33<sup>rd</sup> Avenue appeared before the City Council to express  
3 her views about the budget and the lack of funding for the City's Parks and Recreation program.  
4 She questioned the allocation of funding for the Optimist Clubs. She suggested creating a Parks and  
5 Recreation Board.

6  
7 Commissioner Ferguson addressed the Council to expound on the grant funding allocation  
8 Ms. Coakley had questioned. She indicated that for the ten years that she's been on the County  
9 Commission, every year Miami-Dade County has appropriated in its budget approximately \$75,000  
10 for inner City parks. However just about zero moneys have been spent from that allocation. She  
11 indicated that it's in the budget but it's not spent. She suggested addressing this issue during the  
12 City's negotiations with Miami-Dade County about the Parks service.

13  
14 Ms. Pat Lightfoot of 2750 NW 172<sup>nd</sup> Terrace appeared before the City Council to get a  
15 clarification of a donor City.

16  
17 Ms. Barbara Jordan explained the difference between a donor community and recipient  
18 community by stating that when a community receives more services than it can pay for it becomes  
19 a recipient community. She related that as an Assistant County Manager she was concerned about  
20 hearing that Miami-Dade County wasn't providing the numbers and would find out why this was  
21 happening.

22  
23 Ms. Lightfoot further expressed concern with the fact that Miami-Dade County can't provide  
24 the City of Miami Gardens with the exact dollar amounts.

25  
26 Ms. Riviera conveyed Miami-Dade County's commitment to working with the City of Miami  
27 Gardens to ensure that all pertinent information is received.

28  
29 Ms. Sonia M. Harrison appeared before the City Council to express her views about the  
30 budget.

31  
32 Ms. Pat Stripling of 20733 NW 9<sup>th</sup> Court appeared before the City Council to express her  
33 views about the budget.

34  
35 After there were no other interested to speak on behalf of this item, the public hearing was  
36 closed.

37  
38 At the conclusion of this discussion, it was moved by, Councilmember Pritchett, seconded by  
39 Councilmember Bratton to adopt this ordinance. This motion passed by a 7-0 vote.

40  
41 Councilmember King: Yes  
42 Councilmember Bratton: Yes  
43 Councilmember Watson: Yes  
44 Vice Mayor Campbell: Yes  
45 Councilmember Pritchett: Yes

Councilmember Braynon: Yes  
Mayor Gibson: Yes

**ORDINANCE NO. 2003-06**

8B) AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, DESIGNATING THE CODE OF ORDINANCES OF THE CITY OF MIAMI GARDENS; PROVIDING FOR DEFINITIONS AND ESTABLISHING RULES OF CONSTRUCTION FOR THE CITY CODE OF ORDINANCES; PROVIDING FOR THE REPEALER AND SEVERABILITY OF PARTS OF THE CODE; PROVIDING FOR AN EFFECTIVE DATE FOR ALL ORDINANCES; FURTHER PROVIDING FOR GENERAL PENALTIES FOR VIOLATIONS FOR CODE OF ORDINANCES; PROVIDING FOR AN EFFECTIVE DATE. (INTERIM CITY ATTORNEY)

Interim City Attorney explained the relevant issues involved with this ordinance.

Mayor Gibson opened the floor for the public hearing. After there were no interested parties to speak on behalf of this item, the public hearing closed.

Councilwoman Pritchett amended the last sentence of Section 5 to include the wording "As stated in the Citizens Bill of Rights.

At the conclusion of this discussion it was moved by Vice Mayor Campbell, seconded by Councilmember Watson to adopt this ordinance. This motion passed by a 7-0 vote.

Councilmember King: Yes  
Councilmember Bratton: Yes  
Councilmember Pritchett: Yes  
Councilmember Braynon: Yes  
Vice Mayor Campbell: Yes  
Councilmember Watson: Yes  
Mayor Gibson: Yes

**ORDINANCE NO. 2003-07**

8C) AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, RELATING TO RULES OF PROCEDURE FOR THE CITY COUNCIL; REPEALING SECTION 2-1 OF ARTICLE 1, CHAPTER 2 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA; PROVIDING FOR PURPOSE AND INTENT; ESTABLISHING PROCEDURES FOR MEETINGS OF THE CITY COUNCIL; PROVIDING FOR SEVERABILITY; PROVIDING FOR A REPEALER; PROVIDING FOR AN EFFECTIVE DATE. (SPONSORED BY

1 COUNCIL MEMBER OSCAR BRAYNON, II)

2  
3 Councilmember Braynon explained the important issues associated with this legislation.  
4

5 Mayor Gibson opened the floor for the public hearing. After there were no interested parties  
6 to speak on behalf of this item, the public hearing was closed.  
7

8 At the conclusion of the discussion it was moved by Councilmember Pritchett, seconded by  
9 Councilmember King to adopt this ordinance. This motion passed by a 7-0 vote. As amended.  
10

11 Councilmember King:	Yes
12 Councilmember Bratton:	Yes
13 Councilmember Pritchett	Yes
14 Councilmember Braynon	Yes
15 Vice Mayor Campbell:	Yes
16 Councilmember Watson:	Yes
17 Mayor Gibson:	Yes

18

19 **ORDINANCE NO. 2003-08**

20 8D) AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF  
21 MIAMI GARDENS, FLORIDA, RELATING TO REIMBURSEMENT  
22 OF BUSINESS AND TRAVEL RELATED EXPENSES; PROVIDING  
23 FOR PURPOSE AND INTENT; ESTABLISHING GUIDELINES FOR  
24 THE REIMBURSEMENT OF EXPENSES; PROVIDING FOR  
25 VERIFICATION OF TRAVEL EXPENSES; PROVIDING THE CITY  
26 MANAGER WITH THE AUTHORITY TO ADOPT  
27 ADMINISTRATIVE PROCEDURES TO CARRY OUT THE  
28 PURPOSE OF THIS ORDINANCE; PROVIDING FOR PENALTIES  
29 FOR FRAUDULENT CLAIMS; PROVIDING FOR SEVERABILITY;  
30 PROVIDING FOR A REPEALER; PROVIDING FOR AN EFFECTIVE  
31 DATE. (INTERIM CITY MANAGER)  
32

33 Interim Manager Curry made clear the intent of this ordinance.  
34

35 Mayor Gibson opened the floor for the public hearing. After there were no other interested  
36 parties to speak on behalf of this item, the public hearing was closed.  
37

38 There being no discussion on this item, it was moved by Councilmember King, seconded by  
39 Councilmember Pritchett to adopt this ordinance. This motion passed by a 7-0 vote.  
40

41 Councilmember Watson:	Yes
42 Councilmember King:	Yes
43 Councilmember Bratton:	Yes

Councilmember Pritchett: Yes  
Councilmember Braynon: Yes  
Vice Chairperson Campbell Yes  
Mayor Gibson: Yes

**ORDINANCE NO. 2003-9**

8E) AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, DESIGNATING A PURCHASING AGENT; PROVIDING FOR INFORMAL COMPETITIVE BIDDING; PROVIDING FOR REPEAL OF CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. (INTERIM CITY MANAGER)

Interim City Manager Curry explained that this item simply provides some flexibility during the competitive bidding process.

Mayor Gibson opened the floor for the public hearing. After there were no interested parties to speak on behalf of this item, the public hearing was closed.

Moved by Councilmember Campbell, seconded by Councilmember Bratton to adopt this ordinance. Motion passed by a 7-0 vote.

Vice Mayor Campbell: Yes  
Councilmember Watson: Yes  
Councilmember King: Yes  
Councilmember Bratton: Yes  
Councilmember Pritchett: Yes  
Councilmember Braynon: Yes  
Mayor Gibson: Yes

**ORDINANCE NO. 2003-10**

8F) AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, RELATING TO ZONING; ADOPTING CHAPTER 33 OF THE MIAMI-DADE COUNTY CODE OF ORDINANCES, ENTITLED "ZONING"; ASSUMING JURISDICTION BY THE CITY COUNCIL OVER PLANNING AND ZONING DECISIONS; PROVIDING FOR CODIFICATION, ORDINANCES IN CONFLICT, SEVERABILITY AND AN EFFECTIVE DATE. (INTERIM CITY MANAGER)

Interim Manager Curry explained the relevant issues associated with this item.

Mayor Gibson opened the floor for the public hearing.



1  
2 Commissioner Betty Ferguson appeared before the Council to remind them of a suggestion  
3 made earlier in the meeting regarding the creation of a Planning and Zoning Board.  
4

5 Councilmember Pritchett inquired if the City was appropriately staffed at this time to assume  
6 the responsibility of processing applications.  
7

8 Interim Manager Curry indicated that Miami-Dade County would be providing that service in  
9 the transition period for FY 2003-04.  
10

11 Councilmember Pritchett asked if there would be a cost to the City  
12

13 Interim Manager Curry indicated that the application fee would remain with Miami-Dade  
14 County in order to offset the cost of their providing the service.  
15

16 Vice Mayor Campbell asked if there would be a budget impact for support staff for a City of  
17 Miami Gardens Zoning Board?  
18

19 Interim Manager Curry indicated that there would be a cost for additional support staff  
20 because this is an additional layer.  
21

22 Councilmember Pritchett expressed concern with the City's ability to handle all of the  
23 pending applications expeditiously.  
24

25 Interim Manager Curry related that Miami-Dade County will continue to provide all the  
26 services required to process the Zoning applications.  
27

28 Councilmember Braynon inquired about a zoning date to consider the application.  
29

30 Interim Manager Curry said that a date will need to be set.  
31

32 Councilmember Watson inquired about the frequency in which a City might enter into  
33 litigation due to a unfavorable zoning matters and whether a buffer board was necessary.  
34

35 Interim City Attorney said this would depend on the amount of development within a city.  
36 The bottom line is whether the Council sits as the Zoning Board or a group of citizens, anyone can  
37 sue the city.  
38

39 At the conclusion of this discussion it was moved by Councilmember Braynon, seconded by  
40 Councilmember Watson to adopt this ordinance. Motion passed by a 7-0 vote.  
41

Councilmember Braynon	Yes
Vice Mayor Campbell:	Yes
Councilmember Watson:	Yes
Councilmember King:	Yes

Councilmember Bratton: Yes  
Councilmember Pritchett: Yes  
Mayor Gibson: Yes

**9. RESOLUTIONS:**

**RESOLUTION NO. 2003-32**

9A) A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, RELATING TO THE INTERIM COST OF LOCALIZED AND SPECIALIZED POLICE SERVICES; PROVIDING FOR INCLUSION IN THE INTERLOCAL AGREEMENT BETWEEN THE CITY OF MIAMI GARDENS AND MIAMI-DADE COUNTY; PROVIDING FOR AN EFFECTIVE DATE.

Interim Manager Curry explained the issues involved with this item

At the conclusion of the discussion it was moved by Councilmember Braynon, seconded by Councilmember Pritchett to approve this resolution. Motion carried by a 7-0 vote.

**ADDED ON AFTER THE FACT pursuant to discussion of Item 12B)**

**RESOLUTION NO. 2003-33**

9 B) A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, EXPRESSING SUPPORT FOR "DISPLAY "2003" CARIBBEAN CARNIVAL, A CELEBRATION CULTURE, PRODUCED BY THE SOUTH FLORIDA ORGANIZATION OF CARIBBEAN ARTS, INC. , (S.O.C.A.); PROVIDING AN EFFECTIVE DATE.

Moved by Councilwoman Watson, seconded by Councilman Bratton to approve this item. Motion carried by a 7-0 vote.

**10. REPORTS OF INTERIM CITY MANAGER**

**10A) TRANSITION STATUS REPORT**

The transition budget has been approved. An additional five thousand dollar expenditure was necessary to cover the cost of insurance for the elected officials. With the Council's approval this expenditure would be allocated from the transition budget

Moved by Councilmember Braynon, seconded by Councilmember Pritchett to allow the Interim Manager to expend funds in the amount of \$5,000 from the transition budget to pay for the cost of insurance for the elected officials for FY 2003-04. Motion carried by a 7-0 vote.

Interim Manager Curry indicated that the Interlocal Agreement will come before the City Council on October 8, 2003. The next step in the process is the Miami-Dade Budget and Finance Committee on October 16, 2003 and the final step in the process is before the Miami-Dade County Commission on October 21, 2003.

Interim Manager Curry said that the search for the City Attorney is basically on hold until the selection for the City Manager is concluded. The search for the City Clerk has concluded.

Interim Manager Curry indicated that an additional expenditure of approximately \$1,500 is required to properly outfit the City Clerk's office.

Councilmember Pritchett related that the Council had voted unanimously to aggressively search for a permanent City Manager and City Attorney. She inquired as to why the City Attorney selection process had been put on hold.

Mayor Gibson shared her belief that the most important position to address is that of City Manager. The selection process for the selection of a City Manager is going to be an intense one. It is anticipated that this process will conclude on November 10, 2003. Although the direction was given to do the search for a City Attorney, no time frame was set for this process.

Councilmember Pritchett related that she did not understand nor agreed with placing the search for a permanent City Attorney on hold. She concurred that the City Manager's position was important however, the City Attorney's position was equally as important.

## 10B) CITY LOGO/SEAL PRESENTATION

A meeting is scheduled for Monday, September 29, 2003 to allow citizens input on the logo and seal. The meeting will take place at the Miami Gardens Executive Office, beginning at 7:00 p.m.

## 1. REPORTS OF MAYOR AND COUNCIL MEMBERS

### 11A) GENERAL REPORTS FROM MAYOR AND COUNCIL MEMBERS

Councilmember Braynon brought forward an item for discussion at a later time. He related that the item is addressing the process that would allow the Council and community to get involved with the selection of the City Manager, City Attorney and City Clerk. This item is in no way intended to infringe upon the Charter given rights of the Mayor. He opined that it is important that a working relationship between the three appointed positions and the City Council be created from the beginning. He highlighted some of the significant aspects of the ordinance.

Councilmember Pritchett shared that each Saturday she has invited residents to come see the City of Miami Gardens City Hall facility in order to become familiar with it. She further asked members of the audience to share this information with their family and friends.

Councilmember King shared that she was very pro economic development and announced

2 that the Denny's Restaurant on 27<sup>th</sup> Avenue near 199<sup>th</sup> Street was open for business. She further  
3 encouraged everyone to patronize this establishment.

4 Councilmember Bratton asked if a survey or study was being done to identify a new City Hall  
5 site.

6  
7 Interim Manager Curry said that there is an RFP and an RFQ pending. A pre-bid conference  
8 for the RFQ is scheduled on tomorrow. The RFQ involves lobbying services for Tallahassee. The  
9 RFP is for office space for the City, and a pre-bid conference was held on this particular item on  
10 yesterday. The agreement the City has for the space currently occupied will expire sometime in  
11 November.

12  
13 Vice Mayor Campbell asked administration to prepare a resolution for the next City Council  
14 agenda with respect to asking Miami Dade County to forgive the fees associated with services being  
15 provided by Miami Dade County, for this fiscal year.

16  
17 Mayor Gibson reported that Walmart Stores is in the process of purchasing 33 acres located  
18 in the Dolphin Center located 199<sup>th</sup> Street and NW 27<sup>th</sup> Avenue, to construct a 203,000 square foot  
19 supper store with an adjacent gas station. There is a concern with the traffic impact this would cause  
20 as well as the design of the store. An economic impact will also be imposed on the small business of  
21 this community. Miami-Dade County has advised that the City's input would be taken.

22  
23 Mayor Gibson shared that there would be a process so that Council will have an integral part  
24 in this selection process. The Interim Manager is getting together a list of citizens to sit on that  
25 Committee. The Committee will consist of seven members, with the Mayor selecting four of those  
26 members and the remaining three to be selected by Council. The final candidates will be presented  
27 to Council at a reception. There will also be a public process where the candidates will answer  
28 questions from the Committee members. The Mayor will then make a selection from those final  
29 candidates and that process will then come to the Council for its consideration on November 19,  
30 2003.

31  
32 Mayor Gibson announced that a Town Hall meeting has been scheduled for October 14, 2003  
33 beginning at 7:00 p.m., at Miami Carol City High School.

34  
35 Councilmember King asked if a flyer announcing the Town Hall meeting could be done to  
36 pass out to the Community.

37  
38 **12. REQUESTS, PETITIONS & OTHER COMMUNICATIONS FROM THE**  
39 **PUBLIC:**

40  
41 **12A) PRESENTATION BY DR. MARIA G. RODRIQUEZ REGARDING**  
42 **THE CHILD MENTAL HEALTH INITIATIVE. Not present**  
43





# *City of Miami Gardens*

## MEMORANDUM

The Honorable City Council

**From:** Vice Mayor Aaron Campbell

**Date:** October 8, 2003

### **FISCAL YEAR 2002-2003 BUDGET**

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#### **RECOMMENDATION**

It is recommended that the City Council approve the attached resolution.

#### **REASONS**

As I indicated at the previous council meeting, I believe that it is unfair for Miami-Dade County to request additional payments from the City for transitional services provided during the interim period, from May 13, 2003 to September 30, 2003. In fact, the new charges contemplated by the County would have an adverse affect on the City from a financial standpoint. Therefore, pursuant to Section 8.7 of the City Charter, we are asking the County to comply with its budget ordinance for fiscal year 2002-2003. Simply stated, the City should not have to pay more for services that funds were allocated for in the 2002-2003 budget.

## RESOLUTION NO. 2003-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, REQUESTING MIAMI-DADE COUNTY TO COMPLY WITH ITS FISCAL YEAR 2002-2003 BUDGET ORDINANCE AS IT RELATES TO THE COSTS OF INTERIM SERVICES PROVIDED TO THE CITY OF MIAMI GARDENS; DIRECTING THE INTERIM CITY MANAGER TO FORWARD A COPY OF THIS RESOLUTION TO THE MAYOR, THE BOARD OF COUNTY COMMISSIONERS AND THE COUNTY MANAGER OF MIAMI-DADE COUNTY IN ORDER TO EFFECTUATE THE TERMS OF THIS RESOLUTION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Miami Gardens ("City") incorporated on May 13, 2003; and

WHEREAS, the Section 8.7 of the City Charter provides that Miami-Dade County Board of County Commissioners has adopted the fiscal year 2002-2003 budget for City; and

WHEREAS, Miami-Dade County ("County") is currently providing services to the City during the transition period; and

WHEREAS, the County has requested reimbursement from the City above and beyond the County's budgeted amount for the period beginning May 13, 2003 and ending September 30, 2003; and

WHEREAS, a financial analysis performed by Miami-Dade County staff has concluded that subsequent to the incorporation of the City of Miami Gardens the County gained an estimated \$23 million in gross revenues; and

WHEREAS, any effort by County to collect additional payments from the City for transitional services during the interim period would be detrimental to the welfare of the City and its residents.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, AS FOLLOWS:

**Section 1. Request to Miami-Dade County.** The City Council hereby requests Miami-Dade County to comply with its fiscal year 2002-2003 budget ordinance as it relates to the costs of interim services provided to the City of Miami Gardens. The City acknowledges that the County shall receive payment for interim services, provided before September 30, 2003, from the revenues that the County has collected on behalf of the City prior to September 30, 2003.



**Section 2. Directive to Interim City Manager.** The Interim City Manager is hereby directed to forward a copy of this Resolution to the Mayor, the Board of County Commissioners and the County Manager of Miami-Dade County in order to effectuate the terms of this Resolution.

**Section 3. Effective Date.** This Resolution will become effective immediately upon adoption

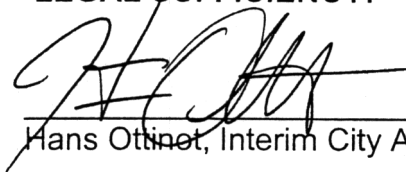
PASSED and ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2003.

\_\_\_\_\_  
Shirley Gibson, Mayor

ATTEST:

\_\_\_\_\_  
Ronetta Taylor, City Clerk

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:

  
\_\_\_\_\_  
Hans Ottino, Interim City Attorney

Moved by: \_\_\_\_\_

Second by: \_\_\_\_\_

VOTE:

Mayor Shirley Gibson	(Yes)	(No)
Vice Mayor Aaron Campbell	(Yes)	(No)
Councilman Melvin L. Bratton	(Yes)	(No)
Councilman Oscar Braynon II	(Yes)	(No)
Councilwoman Audrey King	(Yes)	(No)
Councilwoman Sharon Pritchett	(Yes)	(No)
Councilwoman Barbara Watson	(Yes)	(No)



# *City of Miami Gardens*

## MEMORANDUM

The Honorable City Council

**From:** Vice Mayor Aaron Campbell

**Date:** October 8, 2003

### **RENAMING OF POLICE DISTRICT**

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#### **RECOMMENDATION**

It is recommended that the City Council approve the attached resolution.

#### **REASONS**

I believe that it is in the best interest of the City for the name of the police district created by Miami-Dade County Police Department to be changed to Miami-Dade County Police Department Miami Gardens District. As such, I appreciate your support for this Resolution.

RESOLUTION NO. 2003-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, REQUESTING THAT MIAMI-DADE COUNTY RENAME THE POLICE DISTRICT IN THE CITY OF MIAMI GARDENS FROM "MIAMI-DADE COUNTY POLICE DEPARTMENT CAROL CITY DISTRICT" TO "MIAMI-DADE COUNTY POLICE DEPARTMENT MIAMI GARDENS DISTRICT"; PROVIDING A DIRECTIVE TO THE INTERIM CITY MANAGER TO DO ALL THINGS NECESSARY TO EFFECTUATE THE NAME CHANGE OF ALL POLICE STATIONS WITHIN THE CITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Miami Gardens was incorporated on May 13, 2003; and

WHEREAS, Miami-Dade County continues to provide police services to the City and its residents; and

WHEREAS, the City Council of the City of Miami Gardens wishes to have the police staff and station to reflect the newly incorporated name of the City;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, AS FOLLOWS:

**Section 1. Request to Miami-Dade County.** The City Council hereby requests that Miami-Dade County rename the police district in the City to "Miami-Dade County Police Department Miami Gardens District."

**Section 2. Directive to Interim City Manager.** The City Council hereby directs the Interim City Manager to do all things necessary to effectuate the name change with respect to the police district.

**Section 3. Effective Date.** This Resolution will become effective upon adoption

PASSED and ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2003.

\_\_\_\_\_  
Shirley Gibson, Mayor

ATTEST:

\_\_\_\_\_  
Ronetta Taylor, City Clerk

**APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:**

  
\_\_\_\_\_  
Hans Ottinet, Interim City Attorney

Moved by: \_\_\_\_\_

Second by: \_\_\_\_\_

**VOTE:**

Mayor Shirley Gibson	(Yes)	(No)
Vice Mayor Aaron Campbell	(Yes)	(No)
Councilman Melvin L. Bratton	(Yes)	(No)
Councilman Oscar Braynon II	(Yes)	(No)
Councilwoman Audrey King	(Yes)	(No)
Councilwoman Sharon Pritchett	(Yes)	(No)
Councilwoman Barbara Watson	(Yes)	(No)



# *City of Miami Gardens*

## MEMORANDUM

The Honorable City Council

**From:** Councilwoman Barbara Watson

October 8, 2003

### **ECONOMIC DEVELOPMENT**

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#### **RECOMMENDATION**

It is recommended that the City Council approve the attached resolution.

#### **REASONS**

The City Council has to make a conscious effort to spur and encourage economic development in the City because economic development does not result from any quick fix measures. Thus, it is important for the City and private businesses to work together to develop a wide range of initiatives to spur economic development. This resolution in essence provides a message that the City is willing to work with private businesses to encourage economic development in order to create more jobs in this community.

RESOLUTION NO. 2003-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, ENCOURAGING BUSINESSES WITHIN THE CITY OF MIAMI GARDENS TO SUPPORT ECONOMIC DEVELOPMENT INITIATIVES SPONSORED BY THE CITY; PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, community economic development does not result from any quick fix measures; and

**WHEREAS**, it is important for the City and private businesses in this community to work together to develop a wide range of initiatives to spur economic development; and

**WHEREAS**, the City wishes to encourage local businesses to support economic development initiatives sponsored by the City.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA AS FOLLOWS:

**Section 1. Encouragement for Economic Development.** The City Council hereby encourages local businesses to support economic development initiatives sponsored by the City.

**Section 2. Effective Date.** This Resolution shall become effective upon adoption

PASSED and ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2003.

\_\_\_\_\_  
Shirley Gibson, Mayor

ATTEST:

\_\_\_\_\_  
Ronetta Taylor, City Clerk



**APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:**



Hans Ottino, Interim City Attorney

Moved by: \_\_\_\_\_

Second by:

**VOTE:**

Mayor Shirley Gibson	(Yes)	(No)
Vice Mayor Aaron Campbell	(Yes)	(No)
Councilman Melvin L. Bratton	(Yes)	(No)
Councilman Oscar Braynon II	(Yes)	(No)
Councilwoman Audrey King	(Yes)	(No)
Councilwoman Sharon Pritchett	(Yes)	(No)
Councilwoman Barbara Watson	(Yes)	(No)



# *City of Miami Gardens*

## MEMORANDUM

The Honorable City Council

**From:** Councilwoman Audrey J. King

October 8, 2003

### **VOTER REGISTRATION**

---

#### **RECOMMENDATION**

It is recommended that the City Council approve the attached resolution.

#### **REASONS**

The City of Miami Gardens became incorporated on May 13, 2003, by active participation of its citizens in the electorate process. To ensure continued participation by residents in the electorate process, I am recommending that we place voter registration materials within our Administrative Offices and future City Hall.

RESOLUTION NO. 2003-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, ENCOURAGING VOTER REGISTRATION WITHIN THE CITY; PROVIDING FOR PLACEMENT OF REGISTRATION EDUCATIONAL MATERIALS AND APPLICATIONS AT CITY HALL; PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, the City of Miami Gardens became incorporated on May 13, 2003, by active participation of its citizens in the electorate process; and

**WHEREAS**, the City Council has expressed the desire to provide the citizens of Miami Garden with information on voting and voter's registration; and

**WHEREAS**, the City Council recognizes that the participation of each and every eligible citizen is vital to the City's growth and survival; and

**WHEREAS**, the City Council of the City of Miami Gardens wishes to encourage its citizens' participation in government for the health and welfare of the City.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, AS FOLLOWS:

**Section 1. Voter Encouragement.** The City Council hereby encourages the citizens of this City to vote and to register to vote.

**Section 2. Placement of Voter's Educational Materials and Applications within City Hall.** The City Council hereby directs the Interim City Manager to place voter's registration/applications and educational materials within the Administrative offices of the City for the benefit of the citizens and residents of the City of Miami Gardens.

**Section 3. Effective Date.** This Resolution shall become effective upon adoption.


PASSED and ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2003.

\_\_\_\_\_  
Shirley Gibson, Mayor

ATTEST:

\_\_\_\_\_  
Ronetta Taylor, City Clerk

**APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:**

  
\_\_\_\_\_  
Hans Ottino, Interim City Attorney

Moved by: \_\_\_\_\_

Second by: \_\_\_\_\_

**VOTE:**

Mayor Shirley Gibson	(Yes)	(No)
Vice Mayor Aaron Campbell	(Yes)	(No)
Councilman Melvin L. Bratton	(Yes)	(No)
Councilman Oscar Braynon II	(Yes)	(No)
Councilwoman Audrey King	(Yes)	(No)
Councilwoman Sharon Pritchett	(Yes)	(No)
Councilwoman Barbara Watson	(Yes)	(No)





## MEMORANDUM

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To: The Honorable Mayor and  
Members of the City Council

Date: October 8, 2003

From: *Cynthia W. Lurry*  
Interim City Manager

Subject: Transition Coordinator  
Agreement

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Pursuant to Resolution 2003-13 the current consulting contract between the City of Miami Gardens and William J. Green Jr., J.D. expires as of October 24, 2003. As the Council is aware, Mr. Green has played an instrumental role in the development of the transition budget, the 2003-04 fiscal year budget and the interlocal agreements between the City and Miami-Dade County. In addition, Mr. Green's knowledge of Miami-Dade County, the community and the administrative process as a whole makes him a very valuable part of this administration. As such, as Interim City Manager I am re-appointing Mr. Green to the position of Transition Coordinator for the period October 24, 2003 through February 28, 2004. This appointment is being made pursuant to Resolution No. 2003-17, Section 3 (Appointment of Interim City Manager).

Due to the fact that the original contract for Mr. Green was approved by the Council, the attached amendment to that agreement is recommended for Council approval.

**RESOLUTION NO. 2003-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, APPROVING AMENDMENT NO. 1 TO THE AGREEMENT BY AND BETWEEN THE CITY OF MIAMI GARDENS AND WILLIAM J. GREEN, JR. J.D.; AUTHORIZING THE MAYOR TO EXECUTE THE CONSULTANT AGREEMENT ATTACHED HERETO AS EXHIBIT "A"; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, William J. Green, Jr., J.D., was hired as the Transition Coordinator during the initial phase of the City's operation and approved by Resolution No. 2003 - 13; and

**WHEREAS**, the City wishes to retain William J. Green, Jr., J.D., as the Transition Coordinator during the initial phase of the City's operation; and

**WHEREAS**, William J. Green Jr., J.D., wishes to continue as the Transition Coordinator under the terms and conditions set forth herein.

**NOW THEREFORE**, the City hereby amends the consultant agreement by and between the City of Miami Gardens and William J. Green, Jr., J.D., as follows:

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, AS FOLLOWS:**

**Section 1.**    **Approval of Amendment.** The amendment by and between the City of Miami Gardens and William Green, Jr., as attached hereto as Exhibit "A" be, and the same, is hereby approved.

**Section 2.**    **Authority of Mayor.** The Mayor is hereby authorized to execute the amendment to the consultant agreement by and between the City of Miami Gardens and William J. Green, Jr., J.D., attached hereto as Exhibit "A".

**Section 3.**    **Effective Date** This Resolution shall become effective immediately upon adoption.

**PASSED and ADOPTED** this     day of October, 2003

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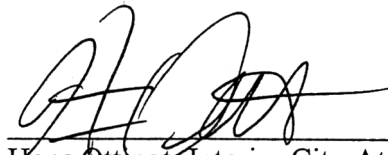
Shirley Gibson, Mayor



**ATTEST:**

\_\_\_\_\_  
Ronetta Taylor, City Clerk

**APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY:**

  
\_\_\_\_\_  
Hans Ottino, Interim City Attorney

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

**VOTE:**

Mayor Shirley Gibson	_____ (Yes)	(No)
Vice Mayor Aaron Campbell	_____ (Yes)	(No)
Council Member Melvin L. Bratton	_____ (Yes)	(No)
Council Member Oscar Braynon II	_____ (Yes)	(No)
Council Member Audrey King	_____ (Yes)	(No)
Council Member Sharon Pritchett	_____ (Yes)	(No)
Council Member Barbara Watson	_____ (Yes)	(No)

**AMENDMENT NO. 1  
TO AGREEMENT BY AND BETWEEN  
THE CITY OF MIAMI GARDENS AND WILLIAM J. GREEN, JR., J.D.**

**WHEREAS**, William J. Green, Jr., J.D., was hired as the Transition Coordinator during the initial phase of the City's operation and approved by Resolution No. 2003 - 13; and

**WHEREAS**, the City wishes to retain William J. Green, Jr., J.D., as the Transition Coordinator through the period ending February 28, 2004; and

**WHEREAS**, William J. Green Jr., J.D., wishes to continue as the Transition Coordinator under the terms and conditions set forth herein.

**NOW THEREFORE**, the City hereby amends the agreement by and between the City of Miami Gardens and William J. Green, Jr., J.D., as follows:

**Section 1. Duties**

- 1 Provide administrative support to the Interim City Manager
- 2 Assist in the preparation and development of Council agendas with the City Clerk and the City Attorney
- 3 Coordinate placement of all legal ads with appropriate publication
- 4 Assist in the development of interlocal agreements with Miami-Dade County
- 5 Manage process to secure temporary and permanent office space for the City
- 6 Secure all services necessary to operate administrative office space
- 7 Review and respond in writing to all citizen/community issues, concerns, and complaints
- 8 Develop for distribution purposes a fact sheet about the City
- 9 Organize workshops as required for the Council
- 10 Assist the City Clerk as needed
- Perform all other duties as assigned by the Interim City Manager regarding the day to day operations of the City
12. Serve as the Budget Officer for the City

**Section 2. Compensation.**

The compensation shall be \$7,000 a month as specified in the base contract and it shall be payable in accordance with regularly scheduled method of compensation instituted for consultants hired by the City.

**Section 3. Term and Termination.**

This Agreement shall extend the existing contract through the period ending February 28, 2004. Either party may terminate this Agreement at any time upon two (2) weeks notice. If Agreement is terminated, the Transition Coordinator shall be compensated for work performed until the date of termination. All other terms and conditions of the contract remain the same.

**CITY OF MIAMI GARDENS**

**WILLIAM J. GREEN JR., J.D.**

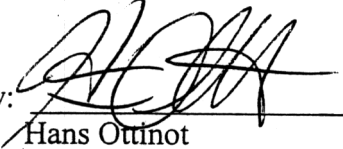
\_\_\_\_\_  
Shirley Gibson, Mayor

\_\_\_\_\_  
WILLIAM J. GREEN JR., J.D.

**APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY:**

**ATTEST**

By: \_\_\_\_\_

  
Hans Ottinot  
Interim City Attorney

By: \_\_\_\_\_

Ronetta Taylor, CMC  
City Clerk





## MEMORANDUM

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To:	Honorable Mayor and City Council Members	Date:	October 8, 2003
From:	<i>Cynthia W. Curry</i> Interim City Manager	Subject:	Budget Update/Service Levels

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Over the last several weeks since the last Council meeting of September 24<sup>th</sup>, I, along with William Green have held meetings and engaged in numerous discussions with County staff to include the Office of the County Manager, the Office of Management and Budget (OMB), the Parks and Recreation Department, the Miami-Dade Police Department (MDPD) and Team Metro. During the last Council meeting, the operating budget for the City was approved, however, it was stated very clearly to the Council that the impact of the cost of interim services for the period May 13- September 30, 2003 provided by the County, as well as the offset of revenues collected on the City's behalf by the County, could result in a deficit.

On Monday, October 6<sup>th</sup>, staff received a report from the County that reflected all but one item that is currently pending, the value of the water utility tax for both FY 02-03 and FY 03-04. After factoring in additional revenues and expenditures that are directly incurred by the City, the cost of services provided by the County still exceeded revenues by \$4,337,000. Although it was expected that expenditures would exceed revenues during this period based mainly on the cost of police services, the degree of the cost of County services far exceeded staff expectations.

Over the last month, I have reported to Council the lack of solid budget estimates from OMB or Florida Power and Light (FPL) to base electric franchise and utility tax revenues in both FY 02-03 and 03-04 budgets. OMB recently shared with City staff information received from FPL that provided the information required by the County to produce more reliable budget estimates. The new estimates were reflected in the report received from the County on Monday, October 6<sup>th</sup>. As reflected on the attached chart, the FY 03-04 revenue projections based on updated estimates from the County are down by \$2,438,000. The projection includes reductions in the following areas: electric franchise fees by \$200,000; gas franchise fees by \$205,000; electric utility taxes by \$1,560,000; water utility taxes by \$332,000 (projection by County still pending); park program and facility fees reduced by \$173,000 (expenditures has currently reflected in the FY 03-04 budget are already net of revenues). Fines and forfeitures projection increased by \$32,000. Reserves established in the FY 03-04 budget at \$1,300,000 are recommended to be frozen. Based on the FY 02-03 shortfall and the revenue and expenditure adjustments in the FY 03-04 budget to date, the total projected budget deficit for the City is \$5,475,000.

As a result of the foregoing, the City is facing a serious budget deficit out of FY 02-03 as well as a significant projected revenue shortfall for FY 03-04 that will severely restrict

spending levels for the balance of the current fiscal year. As reported to the Council in earlier communication, close month-to-month monitoring of revenues and expenditures is paramount.

### **Service Levels**

Prior to the specific identification of budget shortfalls mentioned above, the budgeted amounts for the provision of service levels by several County agencies were already reduced for FY 03-04 based on the fact that the City is not able to provide services at the current county rate. Services provided by the Miami-Dade Police Department (see attached comparison) based on the negotiated amount in the FY 03-04 budget will be reduced from the level of service provided in FY 02-03 by 50+ positions. Overtime and personnel assigned to the General Investigative Unit are also in the FY 03-04 budget at reduced levels. (see attachment) FY 03-04 includes no funds for school crossing guards. However, Police officials stated that they would work with staff from the Miami-Dade Clerk's Office to establish a fund to begin the receipt of ticket fine revenue for the City of Miami Gardens. The estimate for this revenue is unknown at this time. The estimated cost for the program is estimated at \$800,000 for the City of Miami Gardens for 66 officers.

The Parks and Recreation Department advised staff that it would not be able to provide the same level of service as provided in FY 02-03 for the budgeted amount of \$2,100,000 in the FY 03-04 budget. The department shared several service level scenarios that the City could consider. (see attachment) The service level that matched the budget included the closing of two parks, the closing of two pools, and with the exception of a few parks, no programming to include after school care, sports development and summer programs. Services continue to be provided at the FY 02-03 budgeted levels. A full discussion by the Council is sought on this issue.

Regarding code enforcement services, County staff advised the City that in order to provide services at the FY 03-04 budgeted level that staff would be reduced thereby impacting service levels. City staff was advised that code enforcement officers currently at six, would be reduced to 4, and service representatives currently at four, would be reduced to two for code enforcement activities only.

### **Reconciliation of City Revenues and Expenditures (FY 02-03)**

Attached for information purposes are financial reports that outline revenues and expenditures for the May 13 – September 30 period for the City operations only.

**CITY OF MIAMI GARDENS**  
**FY 02-03**  
**(Interim Period) – Budget Update**

<b>Revenues</b>	<b>May – Sept./County FY 02-03 A</b>	<b>May – Sept/City FY 02-03 B</b>	<b>May- Sept/Total FY 02-03 C</b>
<b>Ad Valorem (Property) Taxes</b>			
Operating Levy	\$ 2,299,532		\$2,299,532
<b>Sub-total Ad Valorem Taxes</b>	<b>\$ 2,299,532</b>		<b>\$2,299,532</b>
<b>Franchise Fees</b>			
Electric	\$935,651		\$935,651
<b>Sub-total Franchise Fees</b>	<b>\$ 935,651</b>		<b>\$935,651</b>
<b>Utility Taxes</b>			
Electric	\$1,304,298*		1,304,298
Gas	47,621		47,621
Water	*incl start-up advance		
<b>Sub-total Utility Taxes</b>	<b>\$1,351,919</b>		<b>\$1,351,919</b>
<b>Communications Services Tax</b>			
Communications Services Tax	\$ 1,507,651		\$1,507,651
<b>Sub-total Com. Services Taxes</b>	<b>\$ 1,507,650</b>		<b>\$1,507,650</b>
<b>Occupational License Taxes</b>			
County Occupational License Tax	\$21,916		\$21,916
Unincorporated/City Occ. Lic. Tax			
<b>Sub-total Occupational License Taxes</b>	<b>\$ 21,916</b>		<b>\$21,916</b>

**CITY OF MIAMI GARDENS**  
**FY 02-03**  
**(Interim Period) – Budget Update**

Other Licenses & Fees	\$1,101		\$1,101
<b>Sub-total Other Lic. &amp; Fees</b>	<b>\$1,101</b>		<b>\$1,101</b>
<b>Intergovernmental Revenues</b>			
Alcoholic Bev. Lic	\$5,365		\$5,365
State Revenue Sharing		\$684,003	\$684,003
Local Govt. Half Cent tax	\$795,161	\$1,479,000	\$2,274,161
<b>Sub-total Intergov. Revenues</b>	<b>\$800,526</b>	<b>\$2,163,003</b>	<b>\$2,963,529</b>
<b>Charges for Services</b>			
Park Impact Fees	\$5,050		\$5,050
<b>Sub-total Charges for Serv.</b>	<b>\$5,050</b>		<b>\$5,050</b>
<b>Fines &amp; Forfeitures</b>			
County Court Fines	\$254,478		\$254,478
<b>Sub-total Fines &amp; Forfeitures</b>	<b>\$254,478</b>		<b>\$254,478</b>
<b>Other Revenues</b>			
Interest Earnings		\$154	\$154
<b>Sub-total Other Revenues</b>		<b>\$154</b>	<b>\$154</b>
<b>Local Option Gas Taxes</b>			
Local Option (6%)	\$516,970		\$516,970
Local Option (5%)	\$210,231		
<b>Sub-toal Local Option Gas taxes</b>	<b>\$727,201</b>		<b>\$727,201</b>
<b>Total Revenue</b>	<b>7,905,024</b>	<b>\$2,163,157</b>	<b>\$10,068,181</b>



**CITY OF MIAMI GARDENS**  
**FY 02-03**  
**(Interim Period) – Budget Update**

<b>Expenditures</b>	<b>May- Sept/County FY 02-03</b>	<b>May- Sept/City FY 02-03</b>	<b>May- Sept/Total FY 02-03</b>
<b>General Fund</b>	\$	\$	\$
Policy Formulation/Internal Support	669,582		669,582
Planning, Team Metro and others	1,207,640		1,207,640
Parks & Recreation	832,458		\$832,458
Public Works	190,871		\$190,871
Local Patrol -Police	8,498,817		8,498,817
Specialized Police	2,379,515		2,379,515
Elections	171,666		171,666
Misc/ Ads & Sound System	1,823		1,823
<b>Sub-total General Fund</b>	<b>\$13,952,372</b>		<b>\$13,952,372</b>
<b>City Operations</b>			
Utility Tax Advance/Exp		210,791	210,791
<b>Sub-total City Operations</b>		<b>210,791</b>	<b>210,791</b>
<b>Payments to Other Funds</b>			
Debt service/ QNIP	242,461		242,461
<b>Total Other Funds</b>	<b>242,461</b>		<b>242,461</b>
<b>Total All Fund Expenditures</b>	<b>\$14,194,833</b>	<b>210,791</b>	<b>\$14,405,624</b>
<b>Revenues Over Expenditures</b>			<b>\$10,068,181 (14,405,624) (\$4,337,443)</b>

# CITY OF MIAMI GARDENS

FY 03-04

## Budget Update

Revenues	Approved Budget FY-03-04 D	10/8/03 – Revised est. E	Diff (D-E) G
<b>Ad Valorem (Property) Taxes</b>			
Property Tax Roll, 2003 - \$2,573,100,344			
UMSA Millage Rate (Proposed) – 2.447			
Operating Levy	\$5,982,000	\$5,982,000	
Delinquent with Penalties and Interest	N/A	N/A	
Tax Certificate Redemption	N/A	N/A	
<b>Sub-total Ad Valorem Taxes</b>	<b>\$5,982,000</b>	<b>\$5,982,000</b>	
<b>Franchise Fees</b>			
Electric	\$2,600,000	\$2,400,000	(200,000)
Gas	205,000	0	(205,000)
Towing	N/A	N/A	
Refuse(Solid Waste)	N/A	N/A	
<b>Sub-total Franchise Fees</b>	<b>\$2,805,000</b>	<b>\$2,400,000</b>	<b>(\$405,000)</b>
<b>Utility Taxes</b>			
Electric	\$4,953,000	\$3,393,000	(1,560,000)
Gas	190,000	190,000	
Water	832,000	500,000	(332,000)
<b>Sub-total Utility Taxes</b>	<b>\$5,975,000</b>	<b>\$4,083,000</b>	<b>(\$1,892,000)</b>
<b>Communications Services Tax</b>			
Communications Services Tax	<u>\$3,250,000</u>	<u>\$3,250,000</u>	
<b>Sub-total Com. Services Taxes</b>	<b>\$3,250,000</b>	<b>3,250,000</b>	
<b>Occupational License Taxes</b>			
County Occupational License Tax	\$34,000	\$34,000	
	<u>\$240,000</u>	<u>\$240,000</u>	
Unincorporated/City Occ. Lic. Tax			
<b>Sub-total Occupational</b>	<b>\$274,000</b>	<b>\$274,000</b>	

# CITY OF MIAMI GARDENS

FY 03-04

## Budget Update

Revenues	Approved Budget FY-03-04 D	10/8/03 – Revised est. E	Diff (D-E) G
<b>License Taxes</b>			
<b>Other Licenses Fees and Permits</b>			
Other Licenses, Fees and Permits	<u>\$165,000</u>	<u>\$165,000</u>	
<b>Sub-total Other Lic., Fees &amp; Permits</b>	<b>\$165,000</b>	<b>\$165,000</b>	
<b>Building Permit Fees</b>			
Bldg Permits and Processing Fees	<u>\$552,000</u>	<u>\$552,000</u>	
<b>Sub-total Building Permit Fees</b>	<b>\$552,000</b>	<b>\$552,000</b>	

# CITY OF MIAMI GARDENS

FY 03-04

## Budget Update

<b>Intergovernmental Revenues</b>			
Alcoholic Beverage Licenses	36,000	36,000	
State Revenue Sharing	3,289,000	3,289,000	
Local Gov. Half-cent Tax	5,905,000	5,905,000	
Sales Tax			
	<u>35,000</u>	<u>35,000</u>	
<b>Sub-total Intergovernmental Revenues</b>	<b>\$9,265,000</b>	<b>\$9,265,000</b>	
<b>Charges for Services</b>			
Photocopy Fees	\$1,000	\$1,000	
Park Prog. And Facility Rental Fees	<u>173,000</u>	<u>0</u>	<u>(173,000)</u>
<b>Sub-total Charges for Services</b>	<b>\$ 174,000</b>	<b>\$1,000</b>	<b>(173,000)</b>
<b>Fines and Forfeitures</b>			
County Court Fines (Includes Traffic Ticket 2 <sup>nd</sup> dollar funds)	\$630,000	\$662,000	\$32,000
Violations-Local Ord.	<u>432,000</u>	<u>432,000</u>	
<b>Sub-total Fines and Forfeitures</b>	<b>\$1,062,000</b>	<b>\$1,094,000</b>	<b>\$32,000</b>
<b>Other Revenues</b>			
	\$200,000	\$200,000	
	41,000	41,000	
Interest Earnings	<u>369,000</u>	<u>369,000</u>	
<b>Sub-total Other Revenues</b>	<b>\$ 610,000</b>	<b>\$610,000</b>	
<b>Local Option Gas Taxes</b>			
Local Option Gas Tax (6%)	\$1,450,000	\$1,450,000	
Local Option Gas Tax (5%)	<u>582,000</u>	<u>582,000</u>	
<b>Sub-total Local Option Gas Taxes</b>	<b>\$2,032,000</b>	<b>\$2,032,000</b>	
<b>Total Revenues</b>	<b>\$32,146,000</b>	<b>\$29,708,000</b>	<b>\$2,438,000</b>

# CITY OF MIAMI GARDENS

FY 03-04

## Budget Update

Expenditures	Approved Budget FY 03-04	10/8/03 Based on Updated Est.	Difference
<b>General Fund</b>			
City Council	\$346,520	\$346,520	
Office of the City Manager	560,380	560,380	
Office of the City Clerk	237,000	237,000	
Office of the City Attorney	200,000	200,000	
General Govt.	1,993,520	693,520	(\$1,300,000) Frozen
Finance Department	226,080	226,080	
Police Department	21,063,080	21,063,080	
Code Enforcement	518,110	518,110	
	717,000	717,000	
Building/Zoning/Plann ing			
Public Works	70,510	70,510	
Parks and Recreation	2,100,000	2,100,000	
Elections			
Utility Tax Advance			
Miscellaneous			
<b>Total General Fund</b>	<b>\$28,032,200</b>	<b>\$26,732,200</b>	<b>(\$1,300,000)</b>
<b>Payments to Other Funds</b>			
Debt service payment / QNIP	\$631,000	\$631,000	
Total Transportation Fund	3,182,800	3,182,800	
Total Police Education Fund	<u>300,000</u>	<u>300,000</u>	
<b>Total Other Funds</b>	<b>\$4,113,800</b>	<b>\$4,113,800</b>	
<b>Total All Fund Expenditures</b>	<b>\$32,146,000</b>	<b>\$30,846,000</b>	<b>(\$1,300,000)</b>
<b>Revenues Over Expenditures</b>		<b>\$29,708,000 (30,846,000) =(\$1,138,000)</b>	

FY 02-03 deficit - \$4,337,000

FY 03-04 est. revenue shortfall \$2,438,000

Total estimated shortfall - \$6,775,000, excluding reserves \$5,475,000

**The City of Miami Gardens**  
**Current Estimated Local Patrol Costs 9/17/2003**  
**Combined Variable Model**

Classification	#	Avg. Cost	Total
Police Major	1	\$138,249	\$138,249
Police Captain	1	\$114,179	\$114,179
Police Lieutenant	6	\$97,810	\$586,860
Police Sergeant	24	\$85,842	\$2,060,208
Detective Unit Sergeant	6	\$86,072	\$516,432
Police Detective	30	\$68,889	\$2,066,670
Police Officer	102	\$68,689	\$7,006,278
COPS/NRU	27	\$68,689	\$1,854,603
<b>SUB-TOTAL SWORN</b>	<b>197</b>		<b>\$14,343,479</b>
Public Service Aide	9	\$47,409	\$426,681
Police Records Specialist	5	\$41,345	\$206,725
Police Crime Analyst Specialist	5	\$51,500	\$257,500
Office Support Specialist	2	\$41,445	\$82,890
Data Entry Specialist	2	\$37,952	\$75,904
Police Station Specialist	1	\$52,099	\$52,099
Administrative Secretary	1	\$56,989	\$56,989
Clerk 4	1	\$52,273	\$52,273
Secretary	3	\$45,038	\$135,114
<b>SUB-TOTAL NON-SWORN</b>	<b>29</b>		<b>\$1,346,175</b>
Vehicles			
(Marked+ PSA)	162	\$10,790	\$1,747,980
(Unmarked)	44	\$6,500	\$286,000
Prisoner Van	1	\$10,392	\$10,392
Passenger Van	1	\$10,537	\$10,537
Sports Utility Vehicle	2	\$23,398	\$46,796
Hvy Duty Pick-up	1	\$12,021	\$12,021
Bicycle	25	\$1,200	\$30,000
Radar Trailer	1	\$10,138	\$10,138
Radar Guns	9	\$1,120	\$10,080
<b>SUB-TOTAL VEHICLES</b>			<b>\$2,163,944</b>
<b>SUB-TOTAL PERSONNEL</b>			<b>\$17,853,598</b>
(Sworn, Non-Sworn, Vehicles)			
General Overtime	189	\$4,170	\$788,130
Enhanced Enforcement	1	\$724,378	\$724,378
<b>SUB-TOTAL</b>			<b>\$1,512,508</b>
<b>Local Patrol Subtotal w/ Overtime / EEI</b>			<b>\$19,366,106</b>
<b>+8.88% Overhead</b>			<b>\$1,719,710</b>
<b>EST. MIN. PATROL COST</b>			<b>\$21,085,816</b>

\* All costs are based on estimated average salaries and include Fringe costs.

\* Personnel costs do not include the 4% COLA effective July 2004

The overhead calculation must be updated to correspond to the appropriate 2003/2004 fiscal year.

Personnel Cost include fringe, insurance, longevity, and uniform allowance.

The above staffing levels are based on proportional percentages of assigned personnel within the affected areas of incorporation of Miami Lakes, Carol City, & Intracoastal District.

# The City of Miami Gardens

Estimated Personnel Costs 09/11/2003

The below is only a conceptional draft and has not been approved by the Director of MDPD or his designee.

## PROPOSED DRAFT ONLY

Classification	#	Avg. Cost	Total
Police Major	1	\$138,249	\$138,249
Deducted for first year	-1	-\$138,249	-\$137,649
Police Captain	1	\$114,179	\$114,179
Police Lieutenant	6	\$97,810	\$586,860
Police Sergeant	12	\$85,872	\$1,030,464
Detective Unit Sergeant	5	\$86,072	\$430,360
Police Detective	23	\$68,889	\$1,584,447
Police Officer	97	\$68,689	\$6,662,833
COPS	0	\$68,689	\$0
<b>SUB-TOTAL SWORN</b>	<b>144</b>	<b>-----</b>	<b>\$10,409,743</b>
Public Service Aide	8	\$47,409	\$379,272
Police Records Specialist	4	\$41,345	\$165,380
Police Crime Analyst Specialist	4	\$51,500	\$206,000
Office Support Specialist	1	\$41,445	\$41,445
Data Entry Specialist	1	\$37,952	\$37,952
Police Station Specialist	1	\$52,099	\$52,099
Administrative Secretary	1	\$56,989	\$56,989
Secretary	2	\$45,038	\$90,076
<b>SUB-TOTAL NON-SWORN</b>	<b>22</b>	<b>-----</b>	<b>\$1,029,213</b>
Vehicles			
(Marked+ PSA)	117	\$10,790	\$1,262,430
(Unmarked)	36	\$6,500	\$234,000
Major Veh. Deducted for first year	-1	-\$6,500	-\$6,500
Bicycle	0	\$1,200	\$0
<b>SUB-TOTAL VEHICLES</b>	<b>-----</b>		<b>\$1,489,930</b>
<b>SUB-TOTAL PERSONNEL</b>	<b>-----</b>		<b>\$12,928,886</b>
(Sworn, Non-Sworn, Vehicles)			
General Overtime	136	\$4,170	\$567,120
Enhanced Enforcement	1	\$300,000	\$300,000
<b>SUB-TOTAL</b>	<b>-----</b>		<b>\$867,120</b>
<b>Local Patrol Subtotal w/ Overtime / EEI</b>			<b>\$13,796,006</b>
<b>+8.88% Overhead</b>	<b>-----</b>		<b>\$1,225,085</b>
<b>EST. MIN. PATROL COST</b>	<b>-----</b>		<b>\$15,021,091</b>

\* All costs are based on estimated average salaries and include Fringe costs.

\* Personnel costs do not include the 4% COLA effective July 2004

The overhead calculation must be updated to correspond to the appropriate 2003/2004 fiscal year.

Personnel Cost include fringe, insurance, longevity, and unifrom allowance.



**The City of Miami Gardens**  
Current Estimated Local Patrol Costs 10/04/2003

Difference			
Classification	#	Avg. Cost	Total
Police Major	0	\$138,249	\$0
Police Captain	0	\$114,179	\$0
Police Lieutenant	0	\$97,810	\$0
Police Sergeant	12	\$85,842	\$1,030,104
Detective Unit Sergeant	1	\$86,072	\$86,072
Police Detective	7	\$68,889	\$482,223
Police Officer	5	\$68,689	\$343,445
COPS/NRU	27	\$68,689	\$1,854,603
<b>SUB-TOTAL SWORN</b>	<b>52</b>		<b>\$3,796,447</b>
Public Service Aide	1	\$47,409	\$47,409
Police Records Specialist	1	\$41,345	\$41,345
Police Crime Analyst Specialist	1	\$51,500	\$51,500
Office Support Specialist	1	\$41,445	\$41,445
Data Entry Specialist	1	\$37,952	\$37,952
Police Station Specialist	0	\$52,099	\$0
Administrative Secretary	0	\$56,989	\$0
Clerk 4	0	\$52,273	\$0
Secretary	1	\$45,038	\$45,038
<b>SUB-TOTAL NON-SWORN</b>	<b>6</b>		<b>\$264,689</b>
Vehicles			
(Marked+ PSA)	45	\$10,790	\$485,550
(Unmarked)	8	\$6,500	\$52,000
Prisoner Van	1	\$10,392	\$10,392
Passenger Van	1	\$10,537	\$10,537
Sports Utility Vehicle	2	\$23,398	\$46,796
Hvy Duty Pick-up	1	\$12,021	\$12,021
Bicycle	25	\$1,200	\$30,000
Radar Trailer	1	\$10,138	\$10,138
Radar Guns	9	\$1,120	\$10,080
<b>SUB-TOTAL VEHICLES</b>			<b>\$667,514</b>
<b>SUB-TOTAL PERSONNEL</b>			<b>\$4,728,650</b>
(Sworn, Non-Sworn, Vehicles)			
General Overtime	53	\$4,170	\$221,010
Enhanced Enforcement	1	\$424,378	\$424,378
<b>SUB-TOTAL</b>			<b>\$645,388</b>
<b>Local Patrol Subtotal w/ Overtime / EEI</b>			<b>\$5,374,038</b>
<b>+8.88% Overhead</b>			<b>\$477,215</b>
<b>EST. MIN. PATROL COST</b>			<b>\$5,851,252</b>

\* All costs are based on estimated average salaries and include Fringe costs.

\* Personnel costs do not include the 4% COLA effective July 2004

The overhead calculation must be updated to correspond to the appropriate 2003/2004 fiscal year.

Personnel Cost include fringe, insurance, longevity, and uniform allowance.

The above staffing levels are based on proportional percentages of assigned personnel within the affected areas of incorporation of Miami Lakes, Carol City, & Intracoastal District.



**PARK AND RECREATION DEPARTMENT  
LIST OF FACILITIES WITHIN THE CITY OF MIAMI GARDENS**

Name	Address	EXPENSES				REVENUE			NET EXPENSE			ADDTL EXPENSES		NET EXP	
		FY 02 ACTUAL	FY 03 BUDGET	FY 04 BUDGET	ROVING CREW	FY 02 ACTUAL	FY 03 BUDGET	FY 04 BUDGET	FY 03 BUDGET			FAC MAINT	SPEC TAX ASSESS	FY 04 BUDGET	
UMSA FACILITIES															
ANDOVER PARK	NW 209 ST. AND 1 AVE.	0	0	0	4,700	0	0	0	4,700	4,700	4,700	7,900	177	12,777	
BRENTWOOD PARK	NW 195 STREET AND NW 32 AVE	46,332	44,600	49,933	11,200	0	0	0	57,532	55,800	61,133	11,200	0	72,333	
BRENTWOOD POOL	18800 NW 28 PLACE	77,545	68,700	75,435	5,500	2,194	800	1,800	80,851	73,400	79,135	75,900	379	155,414	
BUCCANEER PARK	3100 NW 207ST	174,637	186,100	196,227	8,400	16,157	9,200	14,000	166,880	185,300	190,627	11,200	458	202,285	
BUNCHE PARK	15727 NW 22 AVENUE	302,827	291,700	258,452	30,700	26,722	21,500	20,800	306,805	300,900	268,352	11,200	120	279,672	
BUNCHE POOL	15727 NW 22 AVENUE	73,244	43,000	59,995	4,900	2,456	1,100	2,300	75,688	46,800	62,595	27,800	369	90,764	
CAROL CITY COMMUNITY CENTER PARK	NW 199 ST & 27 AVENUE	0	0	0	13,000	0	0	0	13,000	13,000	13,000	10,000	980	23,980	
CAROL PARK	4230 NW 178 STREET	116,339	146,300	104,900	30,400	3,653	4,700	4,700	145,086	172,000	130,600	11,200	150	141,950	
CLOVERLEAF PARK	303 NW 191 STREET	17,174	9,600	11,400	3,200	0	0	0	20,374	12,800	14,600	8,200	112	22,912	
LAKE LUCERNE PARK	20701 NW 22 AVENUE	131,271	158,300	162,320	5,400	2,585	3,700	1,500	134,086	160,000	166,220	11,200	120	177,540	
MIAMI CAROL CITY PARK	3201 NW 185 STREET	331,973	407,100	407,156	29,100	25,797	26,500	29,800	335,276	409,700	406,456	11,200	852	418,508	
MYRTLE GROVE PARK	3030 NW 179 STREET	192,242	174,300	168,132	5,400	12,655	11,500	11,400	184,987	168,200	162,132	11,200	178	173,510	
MYRTLE GROVE POOL	3030 NW 179 STREET	63,724	50,000	62,096	0	1,118	400	900	62,606	49,600	61,196	29,300	0	90,496	
NORTH DADE OPTIMISTS CLUB	NW 193 ST. AND 12 AVE.	10,530	1,100	4,600	21,200	0	0	0	31,730	22,300	25,800	3,800	197	29,797	
NORWOOD PARK	19401 NW 14 AVE.	113,695	181,800	251,229	5,700	44,151	42,900	39,000	75,244	144,600	217,920	8,200	50	226,179	
NORWOOD POOL	19401 NW 14 AVE.	239,293	255,800	309,076	0	27,566	24,000	23,800	211,727	231,800	285,276	23,600	0	308,876	
RISCO PARK	19000 NW 37 AVENUE	110,528	114,900	130,815	32,700	1,000	500	500	142,228	147,100	163,015	10,100	0	173,115	
ROLLING OAKS PARK	18701 NW 17 AVENUE	169,829	154,400	126,519	10,600	16,746	23,900	20,100	163,683	141,100	117,019	8,200	282	125,501	
SCOTT PARK	17710 NW 15 COURT	181,154	165,700	187,294	17,400	13,448	15,400	11,100	185,106	166,700	193,594	8,200	179	201,973	
VISTA VERDE PARK	21001 NW 39 AVENUE	108,338	114,000	102,348	9,100	2,133	2,800	1,300	115,304	120,300	110,148	9,000	83	119,231	
TOTAL - UMSA FACILITIES		2,462,673	2,567,400	2,867,927	248,800	198,380	189,900	183,000	2,512,893	2,626,100	2,733,527	308,600	4,686	3,046,813	
											INCLUDING 8% OVERHEAD =				\$3,290,558

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NAME	ADDRESS	ZIPCODE	CLASS	PARK ACRES	PARK ACRES MAINTAINED	TOTAL ACRES	DEV?	TYPE
LOCAL/UMSA PARKS								
ANDOVER PARK	NW 209 ST. AND 1 AVE.	33169	Neighborhood	2.87	2.87	2.87	YES	L
BRENTWOOD PARK	NW 195 STREET AND NW 32 AVENUE	33056	Neighborhood	10.00	10.00	10.00	NO	L
BRENTWOOD POOL	18800 NW 28 PLACE	33056	Community	4.50	4.50	4.50	YES	L
BUCCANEER PARK	3100 NW 207ST	33056	Community	5.50	5.50	5.50	YES	L
BUNCHE PARK AND POOL	15727 NW 22 AVENUE	33054	Community	7.11	8.64	8.64	YES	L
CAROL CITY COMMUNITY CENTER PARK	NW 199 ST & 27 AVE	33056	Community	24.00	0.00	24.00	NO	L
CAROL PARK	4230 NW 178 STREET	33055	Community	5.66	5.66	5.66	YES	L
CLOVERLEAF PARK	303 NW 191 STREET	33169	Community	1.27	1.27	1.27	YES	L
DOLPHIN CENTER STD:NEIGHBORHOOD PK	NW 24 AVE AND 195 ST	33056	Neighborhood	26.18	26.18	26.18	USABLE	L
LAKE LUCERNE PARK	20701 NW 22 AVENUE	33056	Community	2.00	2.00	2.00	YES	L
MIAMI CAROL CITY PARK	3201 NW 185 STREET	33056	Community	16.61	16.61	16.61	YES	L
MYRTLE GROVE PARK	3030 NW 179 STREET	33056	Community	7.69	7.69	7.69	YES	L
NORTH DADE OPTIMISTS CLUB	19455 NW 12 AVE	33169	Single Purpose	4.13	4.13	4.13	YES	L
NORWOOD PARK	19401 NW 14 AVE.	33169	Community	4.94	4.94	8.94	YES	L
RISCO PARK	19000 NW 37 AVENUE	33055	Community	0.00	0.00	16.40	YES	L
ROLLING OAKS PARK	18701 NW 17 AVENUE	33169	Community	33.50	30.00	33.50	YES	L
SCOTT PARK	17710 NW 15 COURT	33169	Community	9.70	9.70	9.70	YES	L
VISTA VERDE PARK	21001 NW 39 AVENUE	33055	Neighborhood	4.82	4.82	11.91	YES	L
AREA-WIDE/COUNTY-WIDE PARKS								
DOLPHIN CENTER STD:ARCHAEOLOGICAL ZN	NW 199 ST AND NW 19 AVE	33056	Special Activity	2.44	0.00	2.44	NO	A
DOLPHIN CENTER STD:SCRUB OAK PRESERV	NW 199 ST AND NW 18 AVE	33169	Natural Area Preserve	6.28	0.00	6.28	NO	A

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**PARK AND RECREATION DEPARTMENT  
LIST OF FACILITIES WITHIN THE CITY OF MIAMI GARDENS  
CURRENT  
NO PROGRAMS**

Name	Address	NET FY 04	ROVING	SPEC TAX ASSESS	NET EXP FY 04
		BUDGET	CREW		BUDGET
<b>UMSA FACILITIES</b>					
ANDOVER PARK	NW 209 ST. AND 1 AVE.	0	4,700	7,900	12,777
<b>BRENTWOOD PARK *</b>	NW 195 STREET AND NW 32 AV	4,900	11,200	0	16,100
BRENTWOOD POOL	18800 NW 28 PLACE	73,635	5,500	75,900	155,414
BUCCANEER PARK	3100 NW 207ST	96,515	8,400	11,200	116,573
BUNCHE PARK	15727 NW 22 AVENUE	121,452	30,700	11,200	163,472
<b>BUNCHE POOL *</b>	15727 NW 22 AVENUE	0	4,900	0	5,269
CAROL CITY COMMUNITY CENTER PARK	NW 199 ST & 27 AVENUE	0	13,000	10,000	23,980
CAROL PARK	4230 NW 178 STREET	92,016	30,400	11,200	133,766
CLOVERLEAF PARK	303 NW 191 STREET	11,400	3,200	8,200	22,912
LAKE LUCERNE PARK	20701 NW 22 AVENUE	78,393	5,400	11,200	95,113
MIAMI CAROL CITY PARK	3201 NW 185 STREET	232,179	29,100	11,200	273,331
MYRTLE GROVE PARK	3030 NW 179 STREET	85,063	5,400	11,200	101,841
<b>MYRTLE GROVE POOL *</b>	3030 NW 179 STREET	0	0	0	0
NORTH DADE OPTIMISTS CLUB	NW 193 ST. AND 12 AVE.	4,600	21,200	3,800	29,797
NORWOOD PARK	19401 NW 14 AVE.	137,036	5,700	8,200	150,986
NORWOOD POOL	19401 NW 14 AVE.	285,276	0	23,600	308,876
RISCO PARK	19000 NW 37 AVENUE	114,822	32,700	10,100	157,622
<b>ROLLING OAKS PARK *</b>	18701 NW 17 AVENUE	23,400	10,600	0	34,282
SCOTT PARK	17710 NW 15 COURT	150,126	17,400	8,200	175,905
<b>VISTA VERDE PARK *</b>	21001 NW 39 AVENUE	16,600	9,100	0	25,783
<b>TOTAL - UMSA FACILITIES</b>		<b>1,527,413</b>	<b>248,600</b>	<b>223,100</b>	<b>2,003,799</b>
<b>* PARKS IN BOLD ARE CLOSED</b>			<b>INCLUDING 8% OVERHEAD = \$2,164,103</b>		



**PARK AND RECREATION DEPARTMENT  
LIST OF FACILITIES WITHIN THE CITY OF MIAMI GARDENS  
CURRENT  
4 MONTH OPERATIONS**

Name	Address	EXPENSES						NET EXP	NET EXP
		NET FY 04 BUDGET	ROVING CREW	FAC MAINT	SPEC TAX ASSESS	AFTER SCHOOL	SPORTS DEV	FY 04 BUDGET	FY 04 4 MONTH
<b>UMSA FACILITIES</b>									
ANDOVER PARK	NW 209 ST. AND 1 AVE.	0	4,700	7,900	177	0	0	12,777	4,259
BRENTWOOD PARK	NW 195 STREET AND NW 32 AV	49,933	11,200	11,200	0	0	0	72,333	24,111
BRENTWOOD POOL	18800 NW 28 PLACE	73,635	5,500	75,900	379	0	0	155,414	51,805
BUCCANEER PARK	3100 NW 207ST	124,027	8,400	11,200	458	11,400	32,800	188,285	62,762
BUNCHE PARK	15727 NW 22 AVENUE	177,052	30,700	11,200	120	8,200	14,600	241,872	80,624
<b>BUNCHE POOL</b>	15727 NW 22 AVENUE	0	4,900	27,800	369	0	0	33,069	11,023
CAROL CITY COMMUNITY CENTER PARK	NW 199 ST & 27 AVENUE	0	13,000	10,000	980	0	0	23,980	7,993
CAROL PARK	4230 NW 178 STREET	67,300	30,400	11,200	150	5,200	13,400	127,650	42,550
CLOVERLEAF PARK	303 NW 191 STREET	11,400	3,200	8,200	112	0	0	22,912	7,637
LAKE LUCERNE PARK	20701 NW 22 AVENUE	133,620	5,400	11,200	120	0	21,700	172,040	57,347
MIAMI CAROL CITY PARK	3201 NW 185 STREET	334,256	29,100	11,200	852	3,400	25,500	404,308	134,769
MYRTLE GROVE PARK	3030 NW 179 STREET	93,332	5,400	11,200	178	16,500	14,900	141,510	47,170
<b>MYRTLE GROVE POOL</b>	3030 NW 179 STREET	0	0	29,300	0	0	0	29,300	9,767
NORTH DADE OPTIMISTS CLUB	NW 193 ST. AND 12 AVE.	4,600	21,200	3,800	197	0	0	29,797	9,932
NORWOOD PARK	19401 NW 14 AVE.	182,529	5,700	8,200	50	15,000	14,600	226,079	75,360
NORWOOD POOL	19401 NW 14 AVE.	285,276	0	23,600	0	0	0	308,876	102,959
RISCO PARK	19000 NW 37 AVENUE	130,315	32,700	10,100	0	0	0	173,115	57,705
ROLLING OAKS PARK	18701 NW 17 AVENUE	72,019	10,600	8,200	282	9,700	13,100	113,901	37,967
SCOTT PARK	17710 NW 15 COURT	124,994	17,400	8,200	179	13,300	26,400	190,473	63,491
VISTA VERDE PARK	21001 NW 39 AVENUE	69,748	9,100	9,000	83	0	21,100	109,031	36,344
<b>TOTAL - UMSA FACILITIES</b>		1,934,036	248,600	308,600	4,686	82,700	198,100	2,776,722	925,574
			* INCLUDING 8% OVERHEAD & DOES NOT INCLUDE SUMME						
								<b>\$2,998,860</b>	<b>999,620</b>

PARK AND RECREATION DEPARTMENT  
LIST OF FACILITIES WITHIN THE CITY OF MIAMI GARDENS  
CURRENT  
03-04

CURRENT FT L.O.S. WITH FACILITY MAINT. ROVING cREW 4 MONTHS

			EXPENSES						
		NET							NET EXP
		FY 04	ROVING	FAC	SPEC TAX	AFTER	SPORTS	SUMMER	FY 04
Name	Address	BUDGET	CREW	MAINT	ASSESS	SCHOOL	DEV	CAMP	BUDGET
UMSA FACILITIES									
ANDOVER PARK	NW 209 ST. AND 1 AVE.	0	1,567	2,633	177	0	0	0	4,377
BRENTWOOD PARK	NW 195 STREET AND NW 32 AV	49,933	3,733	3,733	0	0	0	0	57,400
BRENTWOOD POOL	18800 NW 28 PLACE	73,635	1,833	25,300	379	0	0	0	101,147
BUCCANEER PARK	3100 NW 207ST	124,027	2,800	3,733	458	11,400	32,800	14,000	189,218
BUNCHE PARK	15727 NW 22 AVENUE	177,052	10,233	3,733	120	8,200	14,600	37,800	251,739
BUNCHE POOL	15727 NW 22 AVENUE	57,695	1,633	9,267	369	0	0	0	68,964
CAROL CITY COMMUNITY CENTER PARK	NW 199 ST & 27 AVENUE	0	4,333	3,333	980	0	0	0	8,647
CAROL PARK	4230 NW 178 STREET	67,300	10,133	3,733	150	5,200	13,400	14,300	114,217
CLOVERLEAF PARK	303 NW 191 STREET	11,400	1,067	2,733	112	0	0	0	15,312
LAKE LUCERNE PARK	20701 NW 22 AVENUE	133,620	1,800	3,733	120	0	21,700	5,500	166,473
MIAMI CAROL CITY PARK	3201 NW 185 STREET	334,256	9,700	3,733	852	3,400	25,500	14,200	391,641
MYRTLE GROVE PARK	3030 NW 179 STREET	93,332	1,800	3,733	178	16,500	14,900	32,000	162,443
MYRTLE GROVE POOL	3030 NW 179 STREET	61,196	0	9,767	0	0	0	0	70,963
NORTH DADE OPTIMISTS CLUB	NW 193 ST. AND 12 AVE.	4,600	7,067	1,267	197	0	0	0	13,130
NORWOOD PARK	19401 NW 14 AVE.	182,529	1,900	2,733	50	15,000	14,600	100	216,912
NORWOOD POOL	19401 NW 14 AVE.	285,276	0	7,867	0	0	0	0	293,143
RISCO PARK	19000 NW 37 AVENUE	130,315	10,900	3,367	0	0	0	0	144,582
ROLLING OAKS PARK	18701 NW 17 AVENUE	72,019	3,533	2,733	282	9,700	13,100	11,600	112,968
SCOTT PARK	17710 NW 15 COURT	124,994	5,800	2,733	179	13,300	26,400	11,500	184,906
VISTA VERDE PARK	21001 NW 39 AVENUE	69,748	3,033	3,000	83	0	21,100	10,200	107,164
TOTAL - UMSA FACILITIES		2,052,927	82,867	102,867	4,686	82,700	198,100	151,200	2,675,346
						INCLUDING 8% OVERHEAD =			\$2,889,374

**PARK AND RECREATION DEPARTMENT**  
**LIST OF FACILITIES WITHIN THE CITY OF MIAMI GARDENS REDUCED FT L.O.S. WITH PROGRAMS ROVING CREW FACILITY MAINT. (4) MONTH**

Name	Address	EXPENSES							NET EXP	
		NET FY 04	ROVING	FAC	AFTER	SPORTS	SUMMER	SPEC TAX	FY 04	
		BUDGET	CREW	MAINT	SCHOOL	DEV	CAMP	ASSESS	BUDGET	
UMSA FACILITIES										
ANDOVER PARK	NW 209 ST. AND 1 AVE.	0	1,567	2,633	0	0	0	177	4,377	
BRENTWOOD PARK *	NW 195 STREET AND NW 32 AV	4,900	3,733	3,733	0	0	0	0	12,367	
BRENTWOOD POOL	18800 NW 28 PLACE	73,635	1,833	25,300	0	0	0	379	101,147	
BUCCANEER PARK	3100 NW 207ST	96,515	2,800	3,733	11,400	32,800	14,000	458	161,706	
BUNCHE PARK	15727 NW 22 AVENUE	121,452	10,233	3,733	8,200	14,600	37,800	120	196,139	
BUNCHE POOL *	15727 NW 22 AVENUE	0	1,633	9,267	0	0	0	369	11,269	
CAROL CITY COMMUNITY CENTER PARK	NW 199 ST & 27 AVENUE	0	4,333	3,333	0	0	0	980	8,647	
CAROL PARK	4230 NW 178 STREET	92,016	10,133	3,733	5,200	13,400	14,300	150	138,933	
CLOVERLEAF PARK	303 NW 191 STREET	11,400	1,067	2,733	0	0	0	112	15,312	
LAKE LUCERNE PARK	20701 NW 22 AVENUE	78,393	1,800	3,733	0	21,700	5,500	120	111,246	
MIAMI CAROL CITY PARK	3201 NW 185 STREET	232,179	9,700	3,733	3,400	25,500	14,200	852	289,564	
MYRTLE GROVE PARK	3030 NW 179 STREET	85,063	1,800	3,733	16,500	14,900	32,000	178	154,174	
MYRTLE GROVE POOL *	3030 NW 179 STREET	0	0	9,767	0	0	0	0	9,767	
NORTH DADE OPTIMISTS CLUB	NW 193 ST. AND 12 AVE.	4,600	7,067	1,267	0	0	0	197	13,130	
NORWOOD PARK	19401 NW 14 AVE.	137,036	1,900	2,733	15,000	14,600	100	50	171,419	
NORWOOD POOL	19401 NW 14 AVE.	285,276	0	7,867	0	0	0	0	293,143	
RISCO PARK	19000 NW 37 AVENUE	114,822	10,900	3,367	0	0	0	0	129,089	
ROLLING OAKS PARK *	18701 NW 17 AVENUE	23,400	3,533	2,733	9,700	13,100	11,600	282	64,349	
SCOTT PARK	17710 NW 15 COURT	150,126	5,800	2,733	13,300	26,400	11,500	179	210,038	
VISTA VERDE PARK *	21001 NW 39 AVENUE	16,600	3,033	3,000	0	21,100	10,200	83	54,016	
TOTAL - UMSA FACILITIES		1,527,413	82,867	102,867	82,700	198,100	151,200	4,686	2,149,832	
* PARKS IN BOLD ARE CLOSED			INCLUDING 8% OVERHEAD =							\$2,321,819

City of Miami Gardens -  
Performance Measures and Budget  
of Local Parks Eligible for Conveyance

Facility	(Participants)	(Participants)	(Participants to Date)	Sports Development 01 - 02 (Participants)	Sports Development 02 - 03 (Participants)	Summer Camp Program 01 - 02 (Participants)	Summer Camp Program 02 - 03 (Participants)	Actual Expenditures 01 - 02	Projected Expenditures 02 - 03	Expenditures to Date (Aug. 2003)	Actual Revenues 01 - 02	Projected Revenues 02 - 03	Revenues to Date (Aug. 2003)
Andover Park	-	-	-	-	-	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	-
Brentwood Park	-	-	-	-	-	-	-	\$ 46,332	\$ 44,600	\$ 42,108	\$ -	\$ -	-
Brentwood Pool	-	-	-	-	-	163	275	\$ 77,545	\$ 68,700	\$ 74,379	\$ 2,194	\$ 800	\$ 502
Buccanier Park	75	15	20	75	50	81	117	\$ 174,631	\$ 186,100	\$ 159,640	\$ 16,157	\$ 9,200	\$ 15,240
Bunche Park	66	20	20	40	27	180	407	\$ 302,827	\$ 291,700	\$ 275,092	\$ 26,722	\$ 21,500	\$ 37,096
Bunche Pool	-	-	-	-	-	113	245	\$ 73,244	\$ 43,000	\$ 68,640	\$ 2,456	\$ 1,100	\$ 1,896
Carol City Community	-	-	-	-	-	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	-
Carol Park	25	15	17	102	15	27	116	\$ 118,339	\$ 146,300	\$ 106,278	\$ 3,653	\$ 4,700	\$ 10,403
Lake Lucerne Park	83	-	11	25	35	42	73	\$ 131,271	\$ 158,300	\$ 136,182	\$ 2,585	\$ 3,700	\$ 6,327
Miami Carol City Park	199	17	29	170	98	197	269	\$ 331,973	\$ 407,100	\$ 411,896	\$ 25,797	\$ 26,500	\$ 40,207
Nyrtle Grove Park	73	32	45	70	15	168	218	\$ 192,242	\$ 174,300	\$ 180,897	\$ 12,655	\$ 11,500	\$ 23,381
Nyrtle Grove Pool	-	-	-	-	-	73	94	\$ 63,724	\$ 50,000	\$ 45,859	\$ 1,118	\$ 400	\$ 461
North Dade Optimist	-	-	-	-	-	-	-	\$ 10,530	\$ 1,100	\$ 2,139	\$ -	\$ -	\$ -
Oranwood Park	73	45	35	50	33	119	155	\$ 113,695	\$ 181,800	\$ 174,443	\$ 44,151	\$ 42,900	\$ 36,519
Oranwood Pool	-	-	-	-	-	519	436	\$ 239,293	\$ 255,800	\$ 260,332	\$ 27,566	\$ 24,000	\$ 27,226
Piseco Park	-	-	-	-	-	-	-	\$ 110,526	\$ 114,900	\$ 103,848	\$ 1,000	\$ 500	\$ 350
Rolling Oaks Park	29	20	22	15	2	66	112	\$ 169,829	\$ 154,400	\$ 106,455	\$ 16,746	\$ 23,900	\$ 28,424
Scott Park	37	8	23	30	16	47	96	\$ 181,154	\$ 165,700	\$ 157,719	\$ 13,448	\$ 16,400	\$ 10,945
Verde Park	60	-	-	35	33	25	2	\$ 108,336	\$ 114,000	\$ 98,818	\$ 2,133	\$ 2,800	\$ 66
TOTAL	720	172	222	612	324	1,820	2,615	\$ 2,445,501	\$ 2,557,600	\$ 2,404,726	\$ 198,381	\$ 189,900	

2/6/15  
10:52 AM

# **CODE COMPLIANCE PROPOSAL FOR TEAM METRO AND THE CITY OF MIAMI GARDENS**

## **OVERVIEW**

In early 2003, the area residents voted to incorporate, creating the City of Miami Gardens. The Team Metro North Central Office continues to provide code compliance services to the area. Eighty-five percent (85%) of the office's code enforcement territory falls under the City proper – prompting the need to establish the appropriate service levels based on the needs of the City. As a result, this proposal has been prepared for consideration by the City of Miami Gardens as an option to contracting out its code compliance services to Team Metro.

## **HISTORY**

Team Metro was established in October of 1994 with the mission of bringing government closer to the people it serves by having regional offices in our neighborhoods. Initially, Team Metro was an office of the County Manager that was charged with the responsibility of providing information and referral services, as well as outreach and case management. It was a one-stop center that citizens could access as a means of improving responsiveness to their neighborhood concerns.

Due to the high volume of requests for service that entailed code compliance, an enforcement component was added to Team Metro in 1996. The initial transition involved transferring enforcement officers from the Miami-Dade County Public Works Department. These officers were charged with the duty of enforcing environmental nuisances such as overgrown lots, junk and trash on private property, and illegal objects on the public right-of-way. The second phase of the transition took place during the later part of 1996 with the transferring of enforcement officers from the Miami-Dade County Department of Solid Waste Management. These individuals were responsible for enforcing junk and trash in the public right-of-way. The final transitional phase transpired in 1997 with the transfer of code enforcement officers from the former Miami-Dade County Building and Zoning Department. Those officers were responsible for enforcing residential and commercial zoning codes such as commercial vehicles in residential zones, building without a permit, illegally stored boats, as well as other zoning violations. Once the transition was completed, all the aforementioned code compliance officers were cross-trained. As a result, all of them were empowered with the knowledge and skill to address all violations formerly enforced by three separate County Departments – improving responsiveness to requests for service. However, in 1998, some enforcement officers returned to the Miami-Dade Department of Solid Waste and resumed the duty of solely enforcing trash on the public right-of-way. This decision was made based on the fact that Miami-Dade County had so many illegal trash piles that it was necessary to dedicate staff to address that type of violation only.



Since its Grand Opening in September of 1995, the Team Metro North Central Office has fostered an outstanding working relationship with Commissioner Betty T. Ferguson's Office (District 1), Commissioner Dorrin Rolle's Office (District 2), Miami-Dade County Police Department's Stations 1 (Miami-Lakes), 6 (Intracoastal) and 9 (Carol City), other County departments, as well as various community organizations and residents. Staff has worked hand-in-hand to address code violations as a means of improving the quality of life in our community.

Outreach staff has been quite successful in educating our citizenry. Our Departmental approach has been one that promotes empowering residents and businesses owners via education. Team Metro created and implemented the "Team Metro Citizens' Academy", which enables citizens to register and participate in classes that provides the opportunity to learn more about how their local government operates. Two classes are held each quarter in neighborhoods – one in the south and another in the northern end of Miami-Dade County. In addition, the Department published the "*Resident Guide to Local Services*" and the "*Golden Guide to Miami-Dade County Codes*". These publications are distributed at community meetings and several events throughout Miami-Dade County. Staff regularly participates in career days and conducts workshops at the several area schools. The North Central Office has teamed up with Miami-Dade Police Department's (MDPD) Station 9. On a monthly basis, staff mans the Government on the Go Bus at various neighborhood locations to provide on-site service as the MDPD station Major interacts with the area residents.

Staff has traditionally been instrumental in planning and implementing several community projects including community clean-ups, neighborhood block parties, as well as hurricane and information fairs. The most prominent project in the area was a beautification project that took place at the North Dade Regional Library in 2000. Team Metro partnered with area businesses, organizations, residents, elected officials, and other County departments to re-landscape the library. It is estimated that approximately \$30,000 in donations was raised.

### **CURRENT CODE COMPLIANCE OPERATIONS**

During FY 02-03, Team Metro had seven (7) Neighborhood Compliance Officers (NCOs) assigned to provide service to the area bounded by the City of Miami Gardens. Six (6) of the aforementioned NCOs were housed in the Team Metro North Central Office, while one (1) is housed in the Team Metro Northwest Office. NCOs are assigned to a zone and are responsible for addressing requests for service within the zone (see Attachment A for FY 02-03 zone assignments). However, in FY 03-04, the vacancy in the North Central Office was eliminated as part of a budget reduction – leaving the office with five (5) NCOs, as well the sixth NCO that is housed in the NW Office. NCOs schedule their inspections via the utilization of Team Metro's Case Management System (CMS). As requests for service are made, Service Representatives enter the cases into CMS, which automatically assigns it to the respective NCO according to the zone assignments. As inspections are made, NCOs provide a written update, as well as field notes and pictures, to their assigned Service Representative, who updates CMS.

NCOs are also required to maintain Daily Activity Sheets that indicate the sites visited, date of visit, course of action, and mileage from location to location. They are submitted to the Neighborhood Compliance Supervisor on a weekly basis, who reviews it for accuracy and maintains a file.

Due to the high volume of code compliance requests for service, the Team Metro North Central Office is primarily a reactive office. NCOs do not have the opportunity to routinely patrol their zones for violations. However, the Office does occasionally conduct "sweeps", as needed, as a means of addressing violations that may have become prominent in the area. Sweeps may entail focusing on certain violations within a particular area or the entire district for a specific violation. For instance, sweeps have been conducted within a certain area at the request of a homeowners' association for particular violations that have become a problem. Prior to sweeping the area, the NCOs usually conduct an informational sweep whereby residents and/or businesses are provided with flyers and other informational materials that advises them of the Code and the upcoming sweep. By the same token, the district is sometimes bombarded with illegal signs in the public right-of-way. In such instances, the entire district is swept to eradicate the signs. It has also always been the Office's policy to address any violations that may be a health or safety hazard or an obvious eyesore even if the problem has not been reported.

The North Central Office works closely with other governmental entities to plan and implement special details. Such details included working with the Miami-Dade Police Department and the Super Bowl Host Committee to provide code compliance in 1999 when the Super Bowl was held at Pro Player Stadium. Upon the request of other governmental entities, the Neighborhood Compliance Supervisor has sometimes adjusted his working hours as a means of addressing code violations that occur outside the normal working hours that may pose a serious threat to the quality of life.

From the time period of October 1, 2002 to August 31, 2003, the top five code compliance request for services, in order, were as follows: junk and trash on private property, overgrown lots, illegal signs in the public right-of-way, abandoned property in the public right-of-way, and building without a permit. During the period of October 1, 2001 to September 30, 2002, the top five code compliance requests for service, in order, were as follows: overgrown lots, abandoned property in the public right-of-way, commercial vehicles in a residential district, illegal signs in the public right-of-way, and building without a permit. For a complete breakdown of the number of violations in the area, by violation type, for both of the above periods, please see Attachments B and C.

## **PROPOSED CODE COMPLIANCE OPERATIONS**

### ***Staffing***

The cost of maintaining the same level of service in FY 03-04 for the Team Metro North Central Office is \$1,338,305. This figure includes both code compliance and outreach staff; the cost for code compliance alone is \$882,355. On September 24, 2003, the City of Miami Gardens approved its FY 03-04 budget, which allocates \$518,110 for code

enforcement – creating a difference of \$364,245. Based on the City of Miami Garden's approved FY 03-04 allocation for code enforcement, Team Metro can provide four (4) NCO positions. The other two NCOs that are currently assigned to the area will be transferred to other Team Metro offices. This will translate into a significant reduction in the level of service compared to the level currently provided to the area. As such, it is recommended that the City identify the top ten (10) types of code violations that the Office should target in the provision of service. The allocated funds also enable the office to employ two Service Representatives. These individuals are needed to process the workload of the aforementioned NCOs. In addition, the monies will fund a Neighborhood Compliance Supervisor position, as well as a portion of the cost of Regional Coordinator and Administrative Secretary positions. (See Attachment D for costs and Attachment E for proposed zone assignments). Please note that the Department is budgeting operating costs at 37%; this figure is reduced based upon the fact that the Department plans to continue to house outreach staff at the current facility to provide direct sales. The monies collected from the aforementioned sales shall remain with Team Metro. Should the City allocate additional funds for code compliance, Team Metro can and will provide another proposal outlining an enhanced level of service.

Staff would be available, upon request, to attend community meetings. Their attendance will facilitate educating the area residents of policy and procedures as it pertains to code compliance, updating constituents on their requests for service and fostering a good continual working relationship with the community. A partnership with our neighbors is essential to ensuring that the City of Miami Gardens is kept clean, safe, and beautiful.

### *Caseloads*

From October 1, 2002 to August 30, 2003, 4409 code compliance cases were opened and 4661 were closed – achieving a 106% closure rate. From October 1, 2001 to September 30, 2002, 4167 code compliance cases were opened and 4685 were closed – producing a 113% closure rate. Please be aware, however, that these figures include the NCOs periodically working overtime as a means of addressing heavy workloads.

If four (4) NCOs are contracted by the City and utilizing the latest data from above, it is estimated that each NCO will open and close an average of over 1,100 code compliance cases a year for the City. This figure is based solely on the response to requests for service from the citizenry; officers will not be able to be proactive in their approach to code compliance. An analysis was also done to determine the ratio of population served verses an NCO. Utilizing opened and closed case data year-to-date, the information shows that each NCO would serve approximately 24,787 individuals within the City of Miami Gardens.

### *Scheduling*

All NCOs housed at the Team Metro North Central Office would work exclusively for the City of Miami Gardens. They will not be assigned to work any other area outside the City boundaries. This will ensure daily coverage, prompt response to requests for

service, and personalized service delivery. Each NCO will work a standard eight (8) hours a day workweek. Currently, NCOs are working on Saturdays on a rotating schedule; therefore, one NCO is on duty every Saturday, excluding holiday weekends. This ensures enforcement six (6) days a week during most weeks. Whoever is scheduled to work Saturday must take a day off during the week prior to the Saturday during which he is scheduled to work. NCOs often adjust their working hours on Saturdays in order to observe violations that may be occurring prior to their normal 8 a.m. starting time.

### *Remediation*

In accordance with the Code, Team Metro has the authority to remediate cases enforced under Chapter 19, which deals with overgrown property, as well as junk and trash on private property. In addition, Chapter 33 of the Miami-Dade County Code gives the Department the power to have abandoned property removed from the public right-of-way. Companies contracted by Team Metro to remediate properties provide the actual service. In accordance with the lot-clearing contract, contractors must be paid for maintaining a minimum of 2,500 square feet. A review of records indicates that the Office remediated 106 sites from October 1, 2002 to August 31, 2003, producing a Departmental cost of \$44,169.09. Of the aforementioned total, \$25,999.12 was expended for Category 1 and 2 of lot clearing. Category 1 includes simply mowing the site, while Category 2 includes mowing as well as the use of machinery to remove junk and trash. Category 3, which cost the office \$ 16, 801.99, deals with the actual disposal of the junk and trash. The North Central Office also incurred a cost of \$1,367.98 for the removal of abandoned property in the public right-of-way. On average, the Department spent \$416.69 per case on remediation costs from October 1, 2002 to August 31, 2003.

### *Liens*

When compliance and/or payment of the civil violation notice (CVN) are not met, the case is forwarded to the Lien Section for processing. Team Metro has the authority to negotiate a settlement with the property owner whereby only 25% of the accrued penalties are charged -- in addition to other costs such as posting fee, inspection fee, etc. If a settlement is not reached, Team Metro places a lien on the property -- whose base amount accrues interest over time. From October 1, 2002 to August 31, 2003, the Team Metro North Central Office forwarded 282 cases to the Lien Unit. From October 1, 2001 to September 30, 2002, the office forwarded 347 cases for the lien process.

### *Appeals*

As with any civil violation notice, the violator has the right to appeal it. Appeals must be made in writing to the Miami-Dade Clerk of the Courts who forwards a list of CVNs appealed to Team Metro, along with dates available for hearings. The Office, in turn, schedules hearings and sends the information back to the Clerk of the Courts. The Clerk of the Courts then notifies the violator, via mail, of the date and time of the hearing. Hearing Officers preside over the aforementioned administrative hearing. Team Metro presents its case and the violator is given the opportunity to present his. Upon the conclusion of testimony, the Hearing Officer rules as to whether the person is guilty or

not guilty. If the party is found guilty, the Hearing Officer does have the discretion of imposing an additional hearing cost ranging from \$25 to \$75. Approximately 30% of the CVNs issued by the Team Metro North Central Office are appealed.

### ***Benefits***

A long-term inter-local contract between Team Metro and the City of Miami Gardens would certainly be a win-win situation. The Team Metro North Central Office has been providing code compliance services to the area for the past seven (7) years. Staff has worked in this community and is familiar with the area and the violations associated with it, as well as many of the community members.

The Office is already in place and has the staff, equipment, and expertise needed to enforce the Codes. The cost savings to the City of Miami Gardens would be tremendous since it would not have to establish a site, hire and train personnel, and purchase equipment nor uniforms.



Zone 1 - Henry Byrd, North Central Office

Zone 2 - Albert McMullen, North Central Office

Zone 3 - Jimmy Colson, North Central Office

Zone 4 - Sylvia Williams, North Central Office (temporarily assigned to the Caleb Office; scheduled to return on there zone in 9/03)

Zone 5 - Albert Jackson, Northwest Office

Zone 6 - Cassie Maura, North Central Office

Zone 7 - Vacancy, North Central Office

Each Neighborhood Compliance Officer (NCO) is assigned a particular zone. As requests for service are reported, they are entered into Team Metro's Case Management System (CMS), which automatically assigns it a case number and places the case in the NCO's inbox based on his or her perspective zone. NCOs then retrieve the cases from their inbox to determine the locations and type of inspection that must be conducted.

**Team Metro**  
**Code Compliance Caseload Analysis For**  
**City of Miami Gardens**  
**October 1, 2002 to August 31, 2003**

**ATTACHMENT B**

CODE COMPLIANCE CASE- By Violation Type			
Chapter	VIOLATION TYPE	Cases Opened	Cases Closed
2	Illegal Objects		
	R.O.W	98	156
	Illegal Signs in R.O.W.	446	441
19	Overgrown Lots & Junk and Trash		
	Junk and Trash	998	992
	Lot Maintenance	717	793
21	Graffiti		
	Private Property - Failure to Remove	0	0
30	Parking Violations		
	Vehicles on R.O.W. Without Current Tags	5	7
33	Zoning Enforcement		
	Abandoned Property in R.O.W.	307	368
	Unauthorized Use	239	248
	Unusual Use	13	9
	Building Without a Permit	254	265
	Multi-Family Unit(s)	57	55
	Set-Backs	18	29
	Animals	43	44
	Pool Barrier	14	22
	Illegally Parking, Storing or Maintaining Comm. Veh. or Equip.	217	233
	Illegally Parking, Storing or Maintaining a Tow Truck	1	2
	Illegally Storing a Boat/Recreation Vehicle	54	58
	Unpermitted Signs	98	96
	Illegal Automotive Repairs in Residential District	52	47
	Overheight Fence or Hedge	24	18
	Illegal Vendors	8	7
	No Address Display	13	19
	Outside Business	3	4
	Structure Maintenance	5	7
	Improper Antenna	2	2
	Illegal Collection Bin	0	1
	Business Wall Maintenance	1	1
	Resolution Violation	1	4
	Other -- Information Sweeps <i>Signs on right way</i>	721	733
<b>TOTAL</b>		<b>4409</b>	<b>4661</b>



**Team Metro**  
**Code Compliance Caseload Analysis For**  
**City of Miami Gardens**  
**October 1, 2001 to September 30, 2002**

**ATTACHMENT C**

<b>CODE COMPLIANCE CASE- By Violation Type</b>			
<b>Chapter</b>	<b>VIOLATION TYPE</b>	<b>Cases Opened</b>	<b>Cases Closed</b>
<b>2</b>	<b>Illegal Objects</b>		
	R.O.W	192	249
	Illegal Signs in R.O.W.	317	323
<b>19</b>	<b>Overgrown Lots &amp; Junk and Trash</b>		
	Junk and Trash	277	330
	Lot Maintenance	953	837
<b>21</b>	<b>Graffiti</b>		
	Private Property - Failure to Remove	3	16
<b>30</b>	<b>Parking Violations</b>		
	Vehicles on R.O.W. Without Current Tags	45	60
<b>33</b>	<b>Zoning Enforcement</b>		
	Abandoned Property in R.O.W.	647	700
	Unauthorized Use	162	165
	Unusual Use	14	20
	Building Without a Permit	281	320
	Multi-Family Unit(s)	55	55
	Set-Backs	27	33
	Animals	44	60
	Pool Barrier	21	20
	Illegally Parking, Storing or Maintaining Comm. Veh. or Equip.	376	408
	Illegally Parking, Storing or Maintaining a Tow Truck	4	4
	Illegally Storing a Boat/Recreation Vehicle	66	63
	Unpermitted Signs	54	56
	Illegal Automotive Repairs in Residential District	65	78
	Overheight Fence or Hedge	20	18
	Overheight Storage	1	1
	Illegal Vendors	47	47
	No Address Display	16	22
	Outside Business	9	10
	Structure Maintenance	11	6
	Improper Antenna	1	0
	Illegal Collection Bin	3	3
	Business Wall Maintenance	1	2
	Obstructing Enforcement	1	1
	Prohibited Use -- Alcoholic Beverages	0	1
	Resolution Violation	3	4
	Other -- Information Sweeps	451	773
<b>TOTAL</b>		<b>4167</b>	<b>4685</b>



**TEAM METRO**  
**N. CENTRAL/MIA. GDNS.**  
**FY 03-04 BUDGET**

ATTACHMENT D

Classification/ Office	Employee Name	Salary	Fringe	Total Cost Sal/Fringe	Total Cost Code/Enf	Zone	Mia. Gdns. %	New Zones	Total Cost Mia Gdns.
Region Coordinator - N. Central	O. Espinosa	84,579	25,374	109,952	32,986		20%		21,990
Admin. Secretary	W. Reyneso	37,713	11,314	49,027	2,451		20%		
		58,457	17,537	75,994	75,994		100%		75,994
		54,484	16,345	70,830	70,830	2	100%	1	70,830
Neighborhood Compl Officer	S. Williams	47,320	14,196	61,516	61,516	4	100%	2	
Neighborhood Compl Officer	H. Byrd	49,609	14,883	64,491	64,491	1	100%	3	64,491
Neighborhood Compl Officer	C. Maura	45,251	13,575	58,827	58,827	6	100%	4	
Neighborhood Compl Officer	C. Feliu	52,120	15,636	67,756	67,756	-	0%	-	0
Neighborhood Compl Officer	T. Keels	38,229	11,469	49,697	49,697	-	0%	-	
Neighborhood Compl Officer	J. Colson	52,120	15,636	67,756	67,756	3	0%		0
Neighborhood Compl Officer	Paul Johnson	49,609	14,883	64,491	64,491	EIU	0%		0
Service Representative	C. Jean Baptiste	35,203	10,561	45,764	45,764		0%		0
Service Representative	G. Bradley	38,293	11,488	49,780	49,780		0%		0
	R. Jones		11,041		47,846		100%		47,846
Service Representative	R. Terrell						100%		47,846
							0%		0
							0%		0
							0%		0
						5	0%		0
							0%		0
				148,647	74,324		40%		59,459
<b>Sub- Total</b>		944,980	283,494	1,377,121	882,355				518,604
Central Administrative Support							10%		51,860
<b>Grand Total</b>				<del>1,400,047</del>	<del>974,324</del>				<del>567,040</del>
Mia Gdns Proposed Budget									5518,110
Total Deficit / Surplus									(52,355)

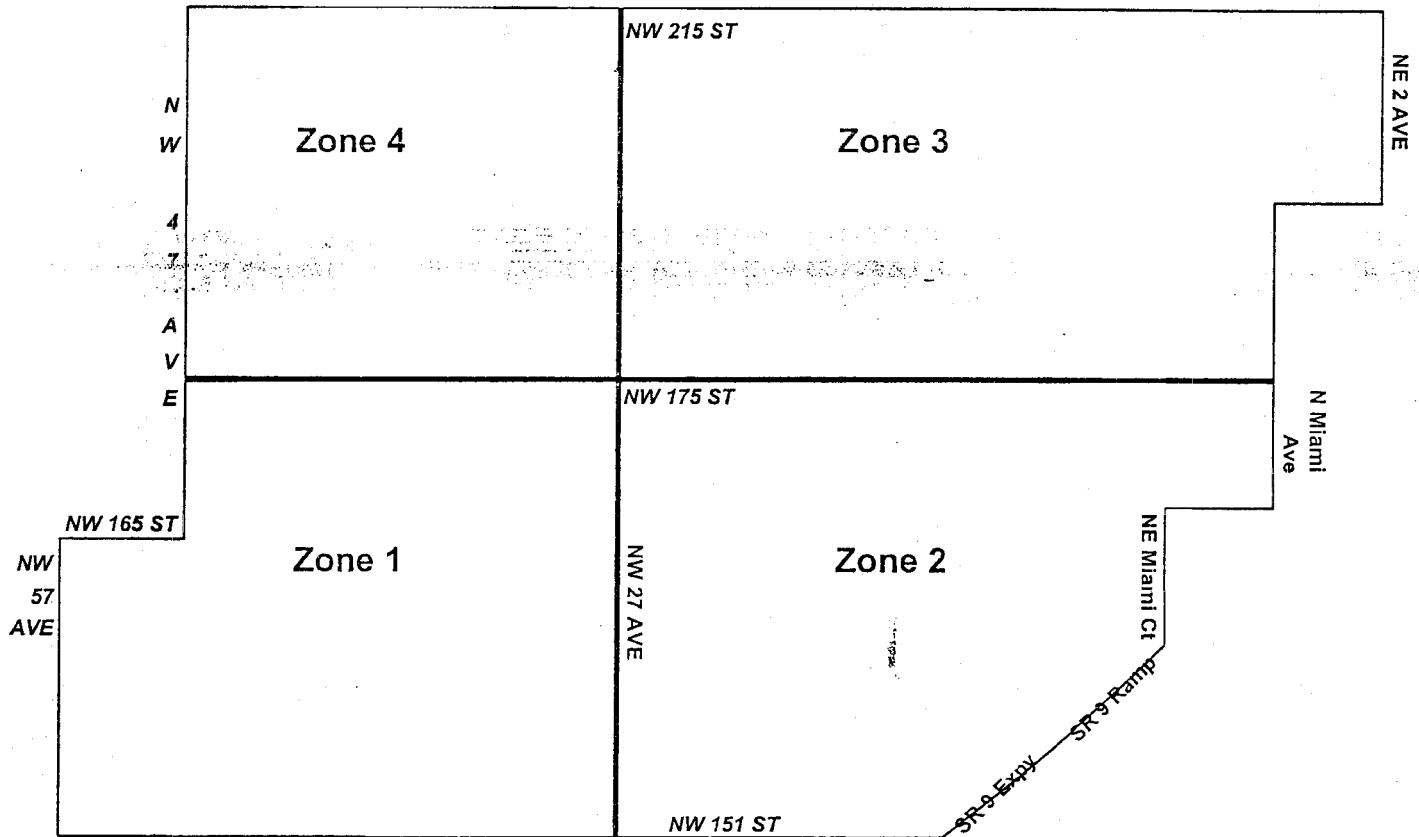
**Operating budget includes:**

	<b>FY 03-04</b>
Fleet charges	61,187
Uniforms	5,760
Building Lease	48,000
Supplies	7,500
Communication (Telephones, radios, etc.)	20,700
Pagers	1,500
Building Maintenance	4,000
<b>\$</b>	<b>148,647</b>

570,46

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# TEAM METRO PROPOSED CODE COMPLIANCE ZONES FOR THE CITY OF MIAMI GARDENS



## Neighborhood Compliance Officer Zone Assignments

- Zone 1 - North Central Office
- Zone 2 - North Central Office
- Zone 3 - North Central Office
- Zone 4 - North Central Office

CITY OF MIAMI GARDENS , FLORIDA  
BUDGET / VARIANCE  
FOR THE YEAR ENDED SEPTEMBER 30, 2003

<u>Classification</u>	<u>Budget</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Total-Mo.</u>	<u>Variance</u>	<u>Note</u>
<u>Revenue</u>									
Startup (Miami Dade County)	\$ 300,000				300,000		\$ 300,000	\$0.00	
Intergovernmental-State Revenue Sharing	500,000			228,001	228,001		456,002	-43,998	
Intergovernmental-State Rev.(Accts Rec.)	-					228,001	228,001	228,001	Ck rec'd on 10/01/03
Intergovernmental-1/2 Cent Sales Tax (Accts Rec.)	-			493,000	493,000	493,000	1,479,000	1,479,000	
Bank Interest	-					154.27	154	154	
Total - Revenue	\$ 800,000	\$ -	\$ -	\$ 721,001	\$ 1,021,001	\$ 721,155	\$ 2,463,157	\$ 1,663,157	
Total - Expenditure	\$ 279,562	\$ -	\$ -	\$ -	\$ 98,527	\$ 112,264	\$ 210,791	-\$68,771	
Revenue in excess of Expenditures	\$ 520,438	\$ -	\$ -	\$ 721,001	\$ 922,474	\$ 608,891	\$ 2,252,366	\$ 1,731,928	



CITY OF MIAMI GARDENS , FLORIDA  
EXPENDITURES, PAYABLES AND ENCUMBRANCES  
FOR THE YEAR ENDED SEPTEMBER 30, 2003

Classification	Check No. / Inv. Payable / Encumbrance	Pmt Date	Vendor	Inv. date	Invoice#	Description	Amount	Vendor Total	Note
<b>PAYMENTS</b>									
Office Supplies/Furnishings:	1001	08/06/03	Office Depot	08/05/03	213141176	Furniture	\$ 8,920.51		
Insurance (Errors & omissions)	1002	08/06/03	FL Municipal Ins. Trust	-	-	Liab. Premium & Limits Dispersion	1,500.00		
Office Supplies/Furnishings:	1003	08/08/03	M-D County (GSA)	08/08/03	080803	Conference Table	89.00		
Other General Operating Expenses:	1004	08/08/03	M-D Public Library Sys.	-	-	Zoning Meeting	115.00		
Other General Operating Expenses:	1004	08/08/03	M-D Public Library Sys.	-	-	Zoning Meeting	(115.00)		
Contracted Legal Services:	1005	08/11/03	Clyne & Self PA	07/11/03	10933	Charter Legal Fees	31,245.14		
Audio Support/Setup:	1006	08/25/03	Garrett Sound & Lighting	07/31/03	1176	Audio Services for 8/7, 8/14, 8/20	2,250.00		
Printing:	1007	09/02/03	The Printer	08/29/03	082903	Council permanent name tags	154.00		
Other General Operating Expenses:	1008	09/09/03	Petty Cash	09/09/03	090903	Various Misc. Items	300.00		
	1009	09/08/03	The Printer	07/08/03	5770	Proclamation / Charter Commerce	79.18		
Printing:	-	-	Spot Color	-	-	Stationary / Business cards	Pro-Bono		
	1010	-	Voided	-	-		-		
Telecommunications / Utilities	-	-	FIU - HCET	-	-	Website Construction Maintenance	Pro-Bono		
Allowance (Elected Officials):#4	1011	09/08/03	Melvin L. Bratton	09/08/03	090803	Reimb.(IWPB-Planning Conf.)	364.20		
Transition Staff: (Admin Asst)	1012	09/10/03	AIA Employment	08/19/03	11276	Salary	\$ 403.26		
Transition Staff: (Admin Asst)	1012	09/10/03	AIA Employment	08/26/03	11595	Salary	686.40	\$ 1,089.66	
Telecommunications / Utilities (Incl	1013	09/10/03	BellSouth	07/31/03	073103	Phone Services	928.50		
Other General Operating Expenses:	1014	09/10/03	Board of County Comm.	09/05/03	090503	Maps/Council by seat	780.00		
Computers/Accessories:	1015	09/10/03	Computer Mate, Inc.	08/13/03	3189	Network Set up	3,434.00		
Other General Operating Expenses:	1016	09/10/03	Copious International	08/20/03	2003-1	System Furniture Assembly	1,950.00		
Other General Operating Expenses:	1017	09/10/03	CWC & Assoc. Inc.	08/19/03	081903	Awards- B. Ferguson/M.Pier	256.70		
Other General Operating Expenses:	1017	09/10/03	CWC & Assoc. Inc.	09/10/03	091003	Partition installation -Ofc.Sys.Furn.	500.00		
Printing:	1017	09/10/03	CWC & Assoc. Inc.	09/07/03	090703	Kinkos - Budget Preparations	379.06	\$ 1,135.76	
Legal Ads & Public Info:	1018	09/10/03	Diario Las Americas	08/22/03	52414	Advertising	185.00		
Legal Ads & Public Info:	1018	09/10/03	Diario Las Americas	08/31/03	52416	Advertising	296.00	\$ 481.00	
Postage:	1019	09/10/03	Federal Express	08/26/03	485651183	Courier	19.63		
Audio Support/Setup:	1020	09/10/03	High Performance	08/25/03	082503	Sound & Décor	1,789.00		
Legal Ads & Public Info:	1021	09/10/03	Miami Herald	08/31/03	083103	Classified Ad	3,576.80		
Legal Ads & Public Info:	1022	09/10/03	Miami Times	08/27/03	6502346		409.86		
Legal Ads & Public Info:	1022	09/10/03	Miami Times	08/27/03	6502159		196.66	\$ 606.52	

**CITY OF MIAMI GARDENS , FLORIDA  
EXPENDITURES, PAYABLES AND ENCUMBRANCES  
FOR THE YEAR ENDED SEPTEMBER 30, 2003**

<u>Classification</u>	<u>Check No. / Inv. Payable / Encumbrance</u>	<u>Pmt Date</u>	<u>Vendor</u>	<u>Inv. date</u>	<u>Invoice#</u>	<u>Description</u>	<u>Amount</u>	<u>Vendor Total</u>	<u>Note</u>
Legal Ads & Public Info:	1023	09/10/03	Saturday Newsgroup	08/09/03	80903A	City Clerk Ad	216.25		
Legal Ads & Public Info:	1023	09/10/03	Saturday Newsgroup	08/23/03	82303A	City Clerk Ad	216.25	\$ 432.50	
Janitorial Services:	1024	09/10/03	Vista	08/31/03	7424	Pro-rated Svc for 12 business days	398.77		
Office Supplies/Furnishings:	1025	09/10/03	William Green	08/08/03	080803	Office Chairs / County Surplus	100.00		
Postage:	1026	09/10/03	World Courier	08/31/03	3355814	Courier	116.86		
Printing:	1027	09/10/03	World Printing	07/22/03	230737	Mayor/Council Inst. Ceremony Program	160.50		
Printing:	1027	09/10/03	World Printing	07/22/03	230727	Temp Name Cards / Council	48.15	\$ 208.65	
Office Supplies/Furnishings:	1028	09/10/03	Lillie Odom	09/10/03	091003	Various office supplies Reimbursement	74.51		
Allowance: Seat 6 (Braynon)	1029	09/10/03	M-D League of Cities	09/04/03	030904	For Oscar Braynon / Dinner Meeting	30.00		
Transition Staff: Interim City Clk	1030	09/30/03	Mary Eagle	09/22/03	092203	Temporary Clerk	360.00		
Insurance (Errors & omissions)	1031	09/30/03	FL Municipal Ins.Trust	08/15/03	1065	Premium	5,000.00		
	1032	09/30/03	Voided	-	-	-	-		
Allowance: Mayor	1033	09/23/03	Shirley Gibson	09/23/03	092303	Reimb: Front Porch Initiative - Tampa	187.00		
Allowance: Mayor	1034	09/23/03	Shirley Gibson	09/23/03	092303	Reimb: Planning Ofc Wk Shp-Palm Bc	347.30		Post in Aug.
Computers/Accessories:	1035	09/30/03	Board of County Comm.	09/10/03	D1443619	Computers/Server (Info Tech Dept)	\$ 14,563.00		
Other General Operating Expenses:	1036	09/30/03	Board of County Comm.	09/18/03	283437	Interior Signs	1,385.10		
Other General Operating Expenses:	1037	09/30/03	Lanier	09/14/03	3419803	Leased Copier	230.05		
Allowance: Seat 6 (Braynon)	1038	09/30/03	University of Central FL	09/22/03	4082	Reg. Fee for O. Braynon - 8/17 to 8/19	200.00		
Allowance: Mayor	1039	09/30/03	M-D League of Cities	09/26/03	AM031002	Table Purchase for City Annual Benef	750.00		
Office Supplies/Furnishings:	1040	09/30/03	Office Depot	08/20/03	214570245	Supplies	2,751.07		
Office Supplies/Furnishings:	1040	09/30/03	Office Depot	08/18/03	214384234	Supplies	224.87		
Office Supplies/Furnishings:	1040	09/30/03	Office Depot	08/08/03	213592683	Supplies	4,503.82		
Office Supplies/Furnishings:	1040	09/30/03	Office Depot	08/03/03	213460919	Supplies	1,145.84		
Office Supplies/Furnishings:	1040	09/30/03	Office Depot	08/07/03	213455560	Supplies	1,401.88		
Office Supplies/Furnishings:	1040	09/30/03	Office Depot	08/05/03	213141176	Supplies	116.10		
Office Supplies/Furnishings:	1040	09/30/03	Office Depot	08/26/03	214796647	Supplies	912.01	\$ 11,055.59	
Transition Staff: (Admin Asst)	1041	09/30/03	AIA Employment	09/02/03	11773	Salary	705.71		
Transition Staff: (Admin Asst)	1041	09/30/03	AIA Employment	09/09/03	12027	Salary	592.02		
Transition Staff: (Admin Asst)	1041	09/30/03	AIA Employment	09/16/03	12205	Salary	802.23	\$ 2,099.96	
Audio Support/Setup:	1042	09/30/03	High Performance	09/08/03	982003	Sound Rental / Decor	815.00		
Audio Support/Setup:	1042	09/30/03	High Performance	09/08/03	9102003	Sound Rental	500.00		(In addition to audio,
Audio Support/Setup:	1042	09/30/03	High Performance	09/08/03	9232003	Sound Rental / Decor	1,025.00		City Council Chamber
Audio Support/Setup:	1042	09/30/03	High Performance	09/08/03	9242003	Sound Rental	500.00	\$ 2,840.00	Decor included.)
Janitorial Services:	1043	09/30/03	Vista	09/30/03	7478	Service - Sept 03	697.85		



**CITY OF MIAMI GARDENS , FLORIDA**  
**EXPENDITURES, PAYABLES AND ENCUMBRANCES**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2003**

<u>Classification</u>	<u>Check No. / Inv. Payable / Encumbrance</u>	<u>Pmt Date</u>	<u>Vendor</u>	<u>Inv. date</u>	<u>Invoice#</u>	<u>Description</u>	<u>Amount</u>	<u>Vendor Total</u>	<u>Note</u>
Allowance: Mayor	1044	09/30/03	American Planning Assoc.	09/25/03	092503	Reg. Fee - Commissioners' Training	170.00		
Allowance: Seat 1 (Watson)	1044	09/30/03	American Planning Assoc.	09/25/03	092503	Reg. Fee - Commissioners' Training	170.00		
Allowance: Seat 5 (Pritchett)	1044	09/30/03	American Planning Assoc.	09/25/03	092503	Reg. Fee - Commissioners' Training	170.00	\$ 510.00	
<b>Other General Operating Expenses:</b>	1045	09/30/03	Copious International	09/29/03	2003-02	System Furniture Assembly	706.50		
<b>Compensation (Elected Officials):</b>									
Mayor	AutoPay	08/12/03	Paychex	07/31/03	081103	Payroll	969.23		
Seat 1 (Watson)	AutoPay	08/12/03	Paychex	07/31/03	081103	Payroll	138.46		
Seat 2 (King)	AutoPay	08/12/03	Paychex	07/31/03	081103	Payroll	138.46		
Seat 3 (Campbell)	AutoPay	08/12/03	Paychex	07/31/03	081103	Payroll	138.46		
Seat 4 (Bratton)	AutoPay	08/12/03	Paychex	07/31/03	081103	Payroll	138.46		
Seat 5 (Pritchett)	AutoPay	08/12/03	Paychex	07/31/03	081103	Payroll	138.46		
Seat 6 (Braynon)	AutoPay	08/12/03	Paychex	07/31/03	081103	Payroll	138.46		
<b>Transition Staff:</b>									
	AutoPay	08/12/03	Paychex	07/31/03	081103	Payroll	1,938.46		
	AutoPay	08/12/03	Paychex	07/31/03	081103	Payroll	1,938.46		
Administrative Coordinator (Odom)	AutoPay	08/12/03	Paychex	07/31/03	081103	Payroll	1,163.08		
<b>Compensation (Elected Officials):</b>									
Mayor	AutoPay	08/12/03	Paychex	08/15/03	080803	Payroll	1,750.00		
Seat 1 (Watson)	AutoPay	08/12/03	Paychex	08/15/03	080803	Payroll	500.00		
Seat 2 (King)	AutoPay	08/12/03	Paychex	08/15/03	080803	Payroll	500.00		
Seat 3 (Campbell)	AutoPay	08/12/03	Paychex	08/15/03	080803	Payroll	500.00		
Seat 4 (Bratton)	AutoPay	08/12/03	Paychex	08/15/03	080803	Payroll	500.00		
Seat 5 (Pritchett)	AutoPay	08/12/03	Paychex	08/15/03	080803	Payroll	500.00		
Seat 6 (Braynon)	AutoPay	08/12/03	Paychex	08/15/03	080803	Payroll	500.00		
<b>Transition Staff:</b>									
Transition Coordinator (Green)	AutoPay	08/12/03	Paychex	08/15/03	080803	Payroll	3,500.00		
Interim City Attorney (Ottinot)	AutoPay	08/12/03	Paychex	08/15/03	080803	Payroll	3,500.00		
Administrative Coordinator (Odom)	AutoPay	08/12/03	Paychex	08/15/03	080803	Payroll	2,100.00		
<b>Other General Operating Expenses:</b>	AutoPay	08/12/03	Paychex	08/15/03	080803	Taxes	1,094.15		
<b>Compensation (Elected Officials):</b>									
Mayor	AutoPay	08/29/03	Paychex	08/31/03	082603	Payroll	1,750.00		
Seat 1 (Watson)	AutoPay	08/29/03	Paychex	08/31/03	082603	Payroll	500.00		
	AutoPay	08/29/03	Paychex	08/31/03	082603	Payroll	500.00		
	AutoPay	08/29/03	Paychex	08/31/03	082603	Payroll	500.00		
	AutoPay	08/29/03	Paychex	08/31/03	082603	Payroll	500.00		
	AutoPay	08/29/03	Paychex	08/31/03	082603	Payroll	500.00		
Seat 6 (Braynon)	AutoPay	08/29/03	Paychex	08/31/03	082603	Payroll	500.00		
<b>Transition Staff:</b>									
	AutoPay	08/29/03	Paychex	08/31/03	082603	Payroll	3,500.00		
Interim City Attorney (Ottinot)	AutoPay	08/29/03	Paychex	08/31/03	082603	Payroll	3,500.00		
Interim City Manager (CWC & Assoc.)	AutoPay	08/29/03	Paychex	08/31/03	082603	Payroll	7,769.23		
Administrative Coordinator (Odom)	AutoPay	08/29/03	Paychex	08/31/03	082603	Payroll	2,100.00		
City Manager Staffing	AutoPay	08/29/03	Paychex	08/31/03	082603	Payroll	5,746.16		
<b>Other General Operating Expenses:</b>	AutoPay	08/29/03	Paychex	08/31/03	082603	Taxes	1,404.46		

**CITY OF MIAMI GARDENS , FLORIDA**  
**EXPENDITURES, PAYABLES AND ENCUMBRANCES**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2003**

<u>Classification</u>	<u>Check No. / Inv. Payable / Encumbrance</u>	<u>Pmt Date</u>	<u>Vendor</u>	<u>Inv. date</u>	<u>Invoice#</u>	<u>Description</u>	<u>Amount</u>	<u>Vendor Total</u>	<u>Note</u>
<b>Compensation (Elected Officials):</b>									
Mayor	AutoPay	09/12/03	Paychex	09/15/03	091003	Payroll	1,750.00		
Seat 1 (Watson)	AutoPay	09/12/03	Paychex	09/15/03	091003	Payroll	500.00		
Seat 2 (King)	AutoPay	09/12/03	Paychex	09/15/03	091003	Payroll	500.00		
Seat 3 (Campbell)	AutoPay	09/12/03	Paychex	09/15/03	091003	Payroll	500.00		
	AutoPay	09/12/03	Paychex	09/15/03	091003	Payroll	500.00		
Seat 5 (Pritchett)	AutoPay	09/12/03	Paychex	09/15/03	091003	Payroll	500.00		
Seat 6 (Braynon)	AutoPay	09/12/03	Paychex	09/15/03	091003	Payroll	500.00		
<b>Transition Staff:</b>									
	AutoPay	09/12/03	Paychex	09/15/03	091003	Payroll	3,500.00		
	AutoPay	09/12/03	Paychex	09/15/03	091003	Payroll	3,500.00		
	AutoPay	09/12/03	Paychex	09/15/03	091003	Payroll	5,000.00		
	AutoPay	09/12/03	Paychex	09/15/03	091003	Payroll	2,100.00		
	AutoPay	09/12/03	Paychex	09/15/03	091003	Payroll	4,500.00		
<b>Other General Operating Expenses:</b>	AutoPay	09/12/03	Paychex	09/15/03	091003	Taxes	1,249.34		
<b>Other General Operating Expenses:</b>	AutoPay	09/12/03	Paychex	09/15/03	091003	Invoices	197.95		
<b>Other General Operating Expenses:</b>	AutoPay	08/11/03	Wachovia	07/31/03	073103	Bank Charges	16.53		
<b>Other General Operating Expenses:</b>	AutoPay	08/13/03	Wachovia	08/13/03	081303	Check order	105.00		
<b>Compensation (Elected Officials):</b>									
Mayor	AutoPay	09/26/03	Paychex	09/30/03	09/23/03	Payroll	1,750.00		
Seat 1 (Watson)	AutoPay	09/26/03	Paychex	09/30/03	09/23/03	Payroll	500.00		
Seat 2 (King)	AutoPay	09/26/03	Paychex	09/30/03	09/23/03	Payroll	500.00		
Seat 3 (Campbell)	AutoPay	09/26/03	Paychex	09/30/03	09/23/03	Payroll	500.00		
Seat 4 (Bratton)	AutoPay	09/26/03	Paychex	09/30/03	09/23/03	Payroll	500.00		
Seat 5 (Pritchett)	AutoPay	09/26/03	Paychex	09/30/03	09/23/03	Payroll	500.00		
	AutoPay	09/26/03	Paychex	09/30/03	09/23/03	Payroll	500.00		
<b>Transition Staff:</b>									
Transition Coordinator (Green)	AutoPay	09/26/03	Paychex	09/30/03	09/23/03	Payroll	3,500.00		
	AutoPay	09/26/03	Paychex	09/30/03	09/23/03	Payroll	3,500.00		
	AutoPay	09/26/03	Paychex	09/30/03	09/23/03	Payroll	5,000.00		
Administrative Coordinator (Odom)	AutoPay	09/26/03	Paychex	09/30/03	09/23/03	Payroll	2,100.00		
City Manager Staffing	AutoPay	09/26/03	Paychex	09/30/03	09/23/03	Payroll	4,500.00		
Government Consultant (Per contract)	AutoPay	09/26/03	Paychex	09/30/03	09/23/03	Payroll	5,400.00		Prior to Interim City M
<b>Other General Operating Expenses:</b>	AutoPay		Paychex	09/30/03	09/23/03	Taxes	1,132.02		
<b>Total</b>							\$ 208,341.37		



CITY OF MIAMI GARDENS , FLORIDA  
EXPENDITURES, PAYABLES AND ENCUMBRANCES  
FOR THE YEAR ENDED SEPTEMBER 30, 2003

<u>Classification</u>	<u>Check No. / Inv. Payable / Encumbrance</u>	<u>Pmt Date</u>	<u>Vendor</u>	<u>Inv. date</u>	<u>Invoice#</u>	<u>Description</u>	<u>Amount</u>	<u>Vendor Total</u>	<u>Note</u>
<b>INVOICES PAYABLE</b>									
Other General Operating Expenses:	Payable	-	Accounting Service (Smith)	09/30/03	093003	July - Sept '03	\$ 2,450.00		
<b>Total</b>							<b>\$2,450.00</b>		
<b>ENCUMBRANCES</b>									
<b>Total</b>							<b>\$0.00</b>		
<b>Grand Total</b>							<b>\$ 210,791.37</b>		



**CITY OF MIAMI GARDENS , FLORIDA**  
**EXPENDITURES, PAYABLES AND ENCUMBRANCES (Classified)**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2003**

<u>Classification</u>	<u>Check No.</u> <u>Invoice Payable</u> <u>/ Encumbrance</u>	<u>Pmt Date</u>	<u>Vendor</u>	<u>Inv. date</u>	<u>Invoice#</u>	<u>Description</u>	<u>Amount</u>	<u>Aug</u> <u>Total</u>	<u>Sept</u> <u>Total</u>	<u>Note</u>
<b>PAYMENTS</b>										
Administrative Coordinator (Odom)	AutoPay	08/12/03	Paychex	07/31/03	081103	Payroll	\$ 1,163.08			
Administrative Coordinator (Odom)	AutoPay	08/12/03	Paychex	08/15/03	080803	Payroll	2,100.00			
Administrative Coordinator (Odom)	AutoPay	08/29/03	Paychex	08/31/03	082603	Payroll	2,100.00	<u>\$ 5,363.08</u>		
Administrative Coordinator (Odom)	AutoPay	09/12/03	Paychex	09/15/03	091003	Payroll	2,100.00			
Administrative Coordinator (Odom)	AutoPay	09/26/03	Paychex	09/30/03	09/23/03	Payroll	2,100.00		<u>\$ 4,200.00</u>	
City Mgr Staffing (Jones/Miller)	AutoPay	08/29/03	Paychex	08/31/03	082603	Payroll	5,746.16	<u>5,746.16</u>		
City Mgr Staffing (Jones/Miller)	AutoPay	09/12/03	Paychex	09/15/03	091003	Payroll	4,500.00			
City Mgr Staffing (Jones/Miller)	AutoPay	09/26/03	Paychex	09/30/03	09/23/03	Payroll	4,500.00		<u>9,000.00</u>	
Interim City Attorney (Ottinot)	AutoPay	08/12/03	Paychex	07/31/03	081103	Payroll	1,938.46			
Interim City Attorney (Ottinot)	AutoPay	08/12/03	Paychex	08/15/03	080803	Payroll	3,500.00			
Interim City Attorney (Ottinot)	AutoPay	08/29/03	Paychex	08/31/03	082603	Payroll	3,500.00	<u>8,938.46</u>		
Interim City Attorney (Ottinot)	AutoPay	09/12/03	Paychex	09/15/03	091003	Payroll	3,500.00			
Interim City Attorney (Ottinot)	AutoPay	09/26/03	Paychex	09/30/03	09/23/03	Payroll	3,500.00		<u>7,000.00</u>	
Interim City Manager (CWC & Assoc.)	AutoPay	08/29/03	Paychex	08/31/03	082603	Payroll	7,769.23	<u>7,769.23</u>		
Interim City Manager (CWC & Assoc.)	AutoPay	09/12/03	Paychex	09/15/03	091003	Payroll	5,000.00			
Interim City Manager (CWC & Assoc.)	AutoPay	09/26/03	Paychex	09/30/03	09/23/03	Payroll	5,000.00		<u>10,000.00</u>	
Government Consultant (Per Contract)	AutoPay	09/26/03	Paychex	09/30/03	09/23/03	Payroll	5,400.00		<u>5,400.00</u>	Prior to Interim Mgr
Mayor	AutoPay	08/12/03	Paychex	07/31/03	081103	Payroll	969.23			
Mayor	AutoPay	08/12/03	Paychex	08/15/03	080803	Payroll	1,750.00			
Mayor	AutoPay	08/29/03	Paychex	08/31/03	082603	Payroll	1,750.00	<u>4,469.23</u>		
Mayor	AutoPay	09/12/03	Paychex	09/15/03	091003	Payroll	1,750.00			
Mayor	AutoPay	09/26/03	Paychex	09/30/03	09/23/03	Payroll	1,750.00		<u>3,500.00</u>	
Seat 1 (Watson)	AutoPay	08/12/03	Paychex	07/31/03	081103	Payroll	138.46			
Seat 1 (Watson)	AutoPay	08/12/03	Paychex	08/15/03	080803	Payroll	500.00			
Seat 1 (Watson)	AutoPay	08/29/03	Paychex	08/31/03	082603	Payroll	500.00	<u>1,138.46</u>		

CITY OF MIAMI GARDENS , FLORIDA  
EXPENDITURES, PAYABLES AND ENCUMBRANCES (Classified)  
FOR THE YEAR ENDED SEPTEMBER 30, 2003

Classification	Check No. Invoice Payable / Encumbrance	Pmt Date	Vendor	Inv. date	Invoice#	Description	Amount	Aug Total	Sept Total	Note
<b>PAYMENTS</b>										
Seat 1 (Watson)	AutoPay	09/12/03	Paychex	09/15/03	091003	Payroll	500.00			
Seat 1 (Watson)	AutoPay	09/26/03	Paychex	09/30/03	09/23/03	Payroll	500.00		1,000.00	
Seat 2 (King)	AutoPay	08/12/03	Paychex	07/31/03	081103	Payroll	138.46			
Seat 2 (King)	AutoPay	08/12/03	Paychex	08/15/03	080803	Payroll	500.00			
Seat 2 (King)	AutoPay	08/29/03	Paychex	08/31/03	082603	Payroll	500.00	1,138.46		
Seat 2 (King)	AutoPay	09/12/03	Paychex	09/15/03	091003	Payroll	500.00			
Seat 2 (King)	AutoPay	09/26/03	Paychex	09/30/03	09/23/03	Payroll	500.00		1,000.00	
Seat 3 (Campbell)	AutoPay	08/12/03	Paychex	07/31/03	081103	Payroll	138.46			
Seat 3 (Campbell)	AutoPay	08/12/03	Paychex	08/15/03	080803	Payroll	500.00			
Seat 3 (Campbell)	AutoPay	08/29/03	Paychex	08/31/03	082603	Payroll	500.00	1,138.46		
Seat 3 (Campbell)	AutoPay	09/12/03	Paychex	09/15/03	091003	Payroll	500.00			
Seat 3 (Campbell)	AutoPay	09/26/03	Paychex	09/30/03	09/23/03	Payroll	500.00		1,000.00	
Seat 4 (Bratton)	AutoPay	08/12/03	Paychex	07/31/03	081103	Payroll	138.46			
Seat 4 (Bratton)	AutoPay	08/12/03	Paychex	08/15/03	080803	Payroll	500.00			
Seat 4 (Bratton)	AutoPay	08/29/03	Paychex	08/31/03	082603	Payroll	500.00	1,138.46		
Seat 4 (Bratton)	AutoPay	09/12/03	Paychex	09/15/03	091003	Payroll	500.00			
Seat 4 (Bratton)	AutoPay	09/26/03	Paychex	09/30/03	09/23/03	Payroll	500.00		1,000.00	
Seat 5 (Pritchett)	AutoPay	08/12/03	Paychex	07/31/03	081103	Payroll	138.46			
Seat 5 (Pritchett)	AutoPay	08/12/03	Paychex	08/15/03	080803	Payroll	500.00			
Seat 5 (Pritchett)	AutoPay	08/29/03	Paychex	08/31/03	082603	Payroll	500.00	1,138.46		
Seat 5 (Pritchett)	AutoPay	09/12/03	Paychex	09/15/03	091003	Payroll	500.00			
Seat 5 (Pritchett)	AutoPay	09/26/03	Paychex	09/30/03	09/23/03	Payroll	500.00		1,000.00	
Seat 6 (Braynon)	AutoPay	08/12/03	Paychex	07/31/03	081103	Payroll	138.46			
Seat 6 (Braynon)	AutoPay	08/12/03	Paychex	08/15/03	080803	Payroll	500.00			
Seat 6 (Braynon)	AutoPay	08/29/03	Paychex	08/31/03	082603	Payroll	500.00	1,138.46		
Seat 6 (Braynon)	AutoPay	09/12/03	Paychex	09/15/03	091003	Payroll	500.00			
Seat 6 (Braynon)	AutoPay	09/26/03	Paychex	09/30/03	09/23/03	Payroll	500.00		1,000.00	



CITY OF MIAMI GARDENS , FLORIDA  
EXPENDITURES, PAYABLES AND ENCUMBRANCES (Classified)  
FOR THE YEAR ENDED SEPTEMBER 30, 2003

Classification	Check No. Invoice Payable / Encumbrance	Pmt Date	Vendor	Inv. date	Invoice#	Description	Amount	Aug Total	Sept Total	Note
<b>PAYMENTS</b>										
Transition Coordinator (Green)	AutoPay	08/12/03	Paychex	07/31/03	081103	Payroll	1,938.46			
Transition Coordinator (Green)	AutoPay	08/12/03	Paychex	08/15/03	080803	Payroll	3,500.00			
Transition Coordinator (Green)	AutoPay	08/29/03	Paychex	08/31/03	082603	Payroll	3,500.00	<u>8,938.46</u>		
Transition Coordinator (Green)	AutoPay	09/12/03	Paychex	09/15/03	091003	Payroll	3,500.00			
Transition Coordinator (Green)	AutoPay	09/26/03	Paychex	09/30/03	0923/03	Payroll	3,500.00		<u>7,000.00</u>	
Allowance: Mayor	1034	09/23/03	Shirley Gibson	09/23/03	092303	Reimb. Traveled to West Palm Bch	347.30		<u>347.30</u>	Post in Aug.
Allowance: Mayor	1033	09/23/03	Shirley Gibson	09/23/03	092303	Reimb. Traveled to Tampa	187.00			
Allowance: Mayor	1039	09/30/03	M-D League of Cities	09/26/03	AM031002	Table Purch. for City Annual Benefit	750.00			
Allowance: Mayor	1044	09/30/03	American Planning Assoc.	09/25/03	092503	Reg. Fee - Commissioners' Training	170.00		<u>\$ 1,107.00</u>	
Allowance: Seat 1 (Watson)	1044	09/30/03	American Planning Assoc.	09/25/03	092503	Reg. Fee - Commissioners' Training	170.00		<u>170.00</u>	
Allowance: Seat 4 (Bratton)	1011	09/08/03	Melvin L. Bratton	09/08/03	090803	Reimb.(IWPB-Planning Cont.)	364.20		<u>364.20</u>	
Allowance: Seat 5 (Pritchett)	1044	09/30/03	American Planning Assoc.	09/25/03	092503	Reg. Fee - Commissioners' Training	170.00		<u>170.00</u>	
Allowance: Seat 6 (Braynon)	1029	09/10/03	M-D League of Cities	09/04/03	030904	For Oscar Braynon / Dinner Mtg	30.00			
Allowance: Seat 6 (Braynon)	1038	09/30/03	University of Central FL.	09/22/03	4062	Reg. Fee for 8/17 to 8/19	200.00		<u>\$ 230.00</u>	
Audio Support/Setup:	1006	08/25/03	Garrett Sound & Lighting	07/31/03	1176	Audio Services for 8/7, 8/14, 8/20	2,250.00	<u>2,250.00</u>		
Audio Support/Setup:	1020	09/10/03	High Performance	08/25/03	082503	Sound & Décor	1,789.00			
Audio Support/Setup:	1042	09/30/03	High Performance	09/08/03	982003	Sound Rental / Décor	815.00			
Audio Support/Setup:	1042	09/30/03	High Performance	09/08/03	9102003	Sound Rental	500.00			(In addition to audio,
Audio Support/Setup:	1042	09/30/03	High Performance	09/08/03	9232003	Sound Rental / Décor	1,025.00			City Council Cham.
Audio Support/Setup:	1042	09/30/03	High Performance	09/08/03	9242003	Sound Rental	500.00		<u>\$ 4,629.00</u>	Décor included.)
Computers/Accessories:	1015	09/10/03	Computer Mate, Inc.	08/13/03	3189	Network Set up	3,434.00			
Computers/Accessories:	1035	09/30/03	Board of County Comm.	09/10/03	D1443619	Computers/Server -Info Tech Dept	\$ 14,563.00		<u>\$ 17,997.00</u>	
Contracted Legal Services:	1005	08/11/03	Clyne & Self PA	07/11/03	10933	Charter Legal Fees	31,245.14	<u>31,245.14</u>		
Insurance (Errors & omissions)	1002	08/06/03	FL Municipal Ins.Trust	-	-	Liab. Premium & Limits Dispersion	1,500.00	<u>1,500.00</u>		
Insurance (Errors & omissions)	1031	09/30/03	FL Municipal Ins.Trust	08/15/03	1065	Premium	5,000.00			



CITY OF MIAMI GARDENS , FLORIDA  
EXPENDITURES, PAYABLES AND ENCUMBRANCES (Classified)  
FOR THE YEAR ENDED SEPTEMBER 30, 2003

Classification	Check No. Invoice Payable / Encumbrance	Pmt Date	Vendor	Inv. date	Invoice#	Description	Amount	Aug Total	Sept Total	Note
<b>PAYMENTS</b>										
Janitorial Services:	1024	09/10/03	Vista	08/31/03	7424	Pro-rated Svc for 12 business days	398.77			
Janitorial Services:	1043	09/30/03	Vista	09/30/03	7478	Service - Sept 03	697.85		\$ 1,096.62	
Legal Ads & Public Info:	1018	09/10/03	Diario Las Americas	08/22/03	52414	Advertising	185.00			
Legal Ads & Public Info:	1018	09/10/03	Diario Las Americas	08/31/03	52416	Advertising	296.00			
Legal Ads & Public Info:	1021	09/10/03	Miami Herald	08/31/03	083103	Classified Ad	3,576.80			
Legal Ads & Public Info:	1022	09/10/03	Miami Times	08/27/03	6502346	Advertising	409.86			
Legal Ads & Public Info:	1022	09/10/03	Miami Times	08/27/03	6502159	Advertising	196.66			
Legal Ads & Public Info:	1023	09/10/03	Saturday Newsgroup	08/09/03	80903A	City Clerk Ad	216.25			
Legal Ads & Public Info:	1023	09/10/03	Saturday Newsgroup	08/23/03	82303A	City Clerk Ad	216.25		\$ 5,096.82	
Office Supplies/Furnishings:	1001	08/06/03	Office Depot	08/05/03	213141176	Furniture	8,920.51			Pending Cr \$504.93
Office Supplies/Furnishings:	1003	08/08/03	M-D County (GSA)	08/08/03	080803	Conference Table	89.00	9,009.51		
Office Supplies/Furnishings:	1025	09/10/03	William Green	08/08/03	080803	Office Chairs / County Surplus	100.00			
Office Supplies/Furnishings:	1028	09/10/03	Lillie Odom	09/10/03	091003	Various office supplies Reimb.	74.51			
Office Supplies/Furnishings:	1040	09/30/03	Office Depot	08/20/03	214570248	Supplies	2,751.07			
Office Supplies/Furnishings:	1040	09/30/03	Office Depot	08/18/03	214384234	Supplies	224.87			
Office Supplies/Furnishings:	1040	09/30/03	Office Depot	08/08/03	213592683	Supplies	4,503.82			
Office Supplies/Furnishings:	1040	09/30/03	Office Depot	08/03/03	213460919	Supplies	1,145.84			
Office Supplies/Furnishings:	1040	09/30/03	Office Depot	08/07/03	213455560	Supplies	1,401.88			
Office Supplies/Furnishings:	1040	09/30/03	Office Depot	08/05/03	213141176	Supplies	116.10			
Office Supplies/Furnishings:	1040	09/30/03	Office Depot	08/26/03	214796647	Supplies	912.01		\$ 11,230.10	
Other General Operating Expenses:	1004	08/08/03	M-D Public Library Sys.	-	-	Zoning Meeting	115.00			Voided
Other General Operating Expenses:	1004	08/08/03	M-D Public Library Sys.	-	-	Zoning Meeting	(115.00)			
Other General Operating Expenses:	AutoPay	08/11/03	Wachovia	07/31/03	073103	Bank Charges	16.53			
Other General Operating Expenses:	AutoPay	08/13/03	Wachovia	08/13/03	081303	Check order	105.00			
Other General Operating Expenses:	AutoPay	08/12/03	Paychex	08/15/03	080803	Taxes	1,094.15			
Other General Operating Expenses:	AutoPay	08/29/03	Paychex	08/31/03	082603	Taxes	1,404.46	2,620.14		
Other General Operating Expenses:	1008	09/09/03	Petty Cash	09/09/03	090903	Various Misc. items	300.00			
Other General Operating Expenses:	1014	09/10/03	Board of County Comm.	09/05/03	090503	Maps/Council by seat	780.00			
Other General Operating Expenses:	1016	09/10/03	Copious International	08/20/03	2003-1	System Furniture Assembly	1,950.00			
Other General Operating Expenses:	1017	09/10/03	CWC & Assoc. Inc.	08/19/03	081903	Awards- B. Ferguson/M.Pier	256.70			
Other General Operating Expenses:	1017	09/10/03	CWC & Assoc. Inc.	09/10/03	091003	Partition installation -Ofc.Sys.Furn.	500.00			
Other General Operating Expenses:	1036	09/30/03	Board of County Comm.	09/18/03	283437	Interior Signs	1,385.10			
Other General Operating Expenses:	1037	09/30/03	Lanier	09/14/03	3419803	Leased Copier	230.05			
Other General Operating Expenses:	1045	09/30/03	Copious International	09/29/03	2003-02	System Furniture Assembly	706.50			
Other General Operating Expenses:	AutoPay	09/12/03	Paychex	09/15/03	091003	Taxes	1,249.34			
Other General Operating Expenses:	AutoPay	09/12/03	Paychex	09/15/03	091003	Invoices	197.95			
Other General Operating Expenses:	AutoPay	09/26/03	Paychex	09/30/03	0923/03	Taxes	1,132.02			
Other General Operating Expenses:	Payable	-	Accounting Service -Smith	09/30/03	093003	July - Sept '03	\$ 2,450.00		\$ 11,137.66	

classified)

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CITY OF MIAMI GARDENS , FLORIDA  
BUDGET / VARIANCE  
FOR THE YEAR ENDED SEPTEMBER 30, 2003

<u>Classification</u>	<u>Budget</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Total-Mo.</u>	<u>Variance</u>	<u>Note</u>
<u>Revenue</u>									
Startup (Miami Dade County)	\$ 300,000				300,000		\$ 300,000	\$0.00	
Intergovernmental-State Revenue Sharing	500,000			228,001	228,001		456,002	-43,998	
Intergovernmental-State Rev.(Accts Rec.)	-					228,001	228,001	228,001	Ck rec'd on 10/01/03
Intergovernmental-1/2 Cent Sales Tax (Accts Rec.)	-			493,000	493,000	493,000	1,479,000	1,479,000	
Bank Interest	-					154.27	154	154	
<b>Total - Revenue</b>	<b>\$ 800,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 721,001</b>	<b>\$ 1,021,001</b>	<b>\$ 721,155</b>	<b>\$ 2,463,157</b>	<b>\$ 1,663,157</b>	
<b>Total - Expenditure</b>	<b>\$ 279,562</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 98,527</b>	<b>\$ 112,264</b>	<b>\$ 210,791</b>	<b>-\$68,771</b>	
<b>Revenue in excess of Expenditures</b>	<b>\$ 520,438</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 721,001</b>	<b>\$ 922,474</b>	<b>\$ 608,891</b>	<b>\$ 2,252,366</b>	<b>\$ 1,731,928</b>	

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THE CITY OF MIAMI GARDENS, FLORIDA			
BANK RECONCILIATION			
BUSINESS CHECKING ACCOUNT			
FOR THE PERIOD OF: JULY - SEPTEMBER 30, 2003			
		<u>AMOUNT</u>	<u>TOTAL</u>
<b>Balance Forward:</b>			
<b>Deposit:</b>	<b>Receipts:</b>	\$ 300,000.00	
		456,002.02	
	<b>Interest</b>	154.27	<u>\$ 756,156.29</u>
<b>Payment:</b>	<b>Vendors</b>	(208,341.37)	<u>(208,341.37)</u>
<b>Outstanding check #:</b>	1014	780.00	
	1020	1,789.00	
	1031	5,000.00	
	1035	14,563.00	
	1036	1,385.10	
	1037	230.05	
	1038	200.00	
	1039	750.00	
	1040	11,055.59	
	1041	2,099.96	
	1042	2,840.00	
	1043	697.85	
	1044	510.00	
	1045	706.50	<u>42,607.05</u>
Ck# 1009 issued for \$79.18, cleared bank as \$74.00		5.18	
Ck# 1021 issued for \$3576.80, cleared bank as \$3576.00		0.80	
Ck# 1034 issued for \$347.30, cleared bank as \$342.30		5.00	<u>10.98</u>
<b>Adjusted Checkbook balance as of 9/30/03</b>			<b>\$ 590,432.95</b>
<b>Bank Balance as of 9/30/03</b>			<b>\$ 590,432.95</b>
<b>Difference</b>			<b>\$ -</b>







## MEMORANDUM

To: The Honorable Mayor and  
Members of the City Council

Date: October 8, 2003

From: William J. Green, Jr.  
Transition Coordinator

Subject: Interlocal  
Agreements

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### Background

Interlocal agreements between the City and Miami-Dade County are necessary to insure a smooth transition of municipal services. As such, staff has been in constant discussions and negotiations with the County to create interlocal agreements that will be advantageous to the City. The interlocal agreements will cover an array of services and a number of fiscal issues. The primary purpose of these interlocal agreements is to clearly reflect what the County will be responsible for and what the City will be responsible for, moreover, where the revenues and expenses will come from to cover the cost of all services provided within the City.

### Master Interlocal

The Master Interlocal establishes the parameters for a number of services and issues. It is also used to clarify: 1) the municipal-type services the County will continue to provide to the City until the City is in a position to provide such municipal services directly or contract for these services; 2) the cost of services provided by the County to the City for the interim period (May 13, 2003-September 30, 2003); 3) any procedures for extending the Master Interlocal; 4) a timetable for the orderly transition from the County's provision of municipal services to the City providing its own municipal services or the provision of municipal services being contracted with the County; 5) an agreed upon payment schedule for municipal services performed during the interim period and a payment schedule that would reflect the cost of services being proposed for the transition period; and 6) the transfer of municipal revenues collected by the County that exceed the cost of services provided either during the interim period or the transition period.

The Master Interlocal outlines the scope of services being provided by the County currently. This interlocal specifically clarifies the level of services provided during the interim period and the level of services that will be provided on an on-going basis until such time as the City provides their own municipal services either in-house or through contract. These specific services are zoning, planning, building, code enforcement, parks

and recreation, public works, localized police (during the interim period only), and specialized police (during the interim period only). This agreement specifically states what level of service the County has been providing during the interim period and the cost associated with these services.

This agreement will also reflect the dates for the assumption of municipal services by the City. The agreement will require that a date for assumption of services for each individual service be established, and that proper notice be given so that the County and the City have sufficient time to prepare for the transfer of services. Usually the notice is between 60 and 90 days.

In addition, this agreement will delineate the estimated revenues for the interim period and the transitional period that the County will be collecting on behalf of the City. These estimates will be used as credits towards the cost of services provided by the County. Along with the estimated revenues, the projected debt service payments that the City will be responsible for, such as QNIP, are referenced in this agreement. Given that a determination on the QNIP indebtedness has not been finalized because of the need for direction from the Board of County Commissioners, the City will need to wait before agreeing to a payment schedule that may be proffered in this agreement. In preliminary discussion with the County Manager, George Burgess, he has agreed that language can be crafted that would allow the City and the County to move forward with this agreement and subsequently solidify the payment schedule for QNIP.

### **Police Services**

As the Council is aware, there are two agreements that have to be negotiated with regards to police services-the localized police service agreement and the specialized police service agreement. Both agreements are currently being discussed between the Miami Dade Police Department (MDPD) and the City administration. There are concerns however with both agreements.

In the localized police service agreement, Vice Mayor Campbell raised concern over the amount of input the City will have in the selection of the Commander for the City's Police Department. Under the existing language the City would have little, to no input as to who the Commander would be because that decision would be left up to the Director of MDPD. In other municipalities the City Manager was given the opportunity to be apart of the selection process and in most instances, the Manager made the recommendation after consultation with the Director of the MDPD. It has been proposed to MDPD that the same process that was utilized in the Palmetto Bay agreement be utilized in the City, and that would allow the recommendation to be made by the City Manager.

In addition to the selection of the Commander, there was an issue raised by the Vice Mayor as to the City Manager having some input into personnel that will work in the City's Police Department. This issue was raised for two reasons, first, the City's budget can be adversely affected if the personnel selected are to heavily weighted with senior members of the MDPD, secondly, and more importantly, it is of grave concern that

individuals with a clear understanding of the characteristics of our community are selected to patrol our community. There was considerable discussion with MDPD as to the appearance of some of these actions bordering on micro-managing the Police Department.

In the specialized police agreement, there was one issue raised with regards to the clarification of the section of the agreement that related to the disbursement of seized funds within the boundaries of the City. MDPD asked the City to provide language that the City felt was clearer as it relates to this particular section.

All these issues were presented to MDPD and the City awaits an official response.

### **Conclusion**

During this process with the County, a number of issues have been addressed ranging from language changes, inclusion of additional revenues, and exclusion of certain expenses, changes in the scope of duties performed and performance measures established for all contracted services. However, all issues have not been resolved, and further negotiation is necessary to complete these interlocals. Due to this fact, the original timetable for the interlocal agreements will have to shift.

As the Council is aware, originally the interlocals were scheduled for the October 8, 2003, City Council meeting and then to be included on the Board of County Commissioners' Committee Agendas for the Budget and Finance Committee, as well as, the Public Safety Committee. Finally, the agreements were to be presented to the Board of County Commissioners on October 21, 2003. Unfortunately, the interlocals are not ready for Council review and as such, the timetable for completion of the interlocals will have to shift. It is possible that some of the issues may be resolved in time for the interlocals to come before the Council at the November 10, 2003 Council meeting. If this is done, then the interlocal agreements may be reviewed by the proper County Commission Committees and the Board of County Commissioners prior to the last County Commission meeting of the year.



10/8/03

## CITY OF MIAMI GARDENS

### Transition Status Report

ACTIVITY	EXPECTED DATE OF COMPLETION	STATUS	COMMENTS
<u>Budget Workshop</u>	9/08/2003	Pending	
<u>Charter/Rules of Procedure Workshop</u>	8/27/2003	Completed	
<u>City Seal/Logo</u>	Report on Council Agenda 9/24; community input session scheduled for 9/29	Public meeting held on 9/29 to receive additional designs and comments from the community. Further refinement by staff is now required.	*Above seal is generic – Direction from Council
<u>City Zip Codes</u>	ASAP	Discussions in progress with US Postal rep from the Address Management Office	
<u>City Web Page</u>	8/31/2003	Domain name acquired; email addresses identified; website fully functional	
<u>Communications Services Tax (Add-on)</u>	Emergency Ordinance adopted on 8/27/03; Re-adoption of ordinance needed prior to Feb. 2004	Re-adoption recommended prior to the repeal of Emergency Ordinance 2003-03	Submitted to DOR
<u>Communication Services Tax</u>	Adopted - 8/20/2003	First reading 8/7/2003	Submitted to DOR
<u>Conduct Sunshine Law and Ethics Workshop</u>	7/31/2003	Completed	
<u>Creation of Local Planning Agency</u>		Pending	Direction from Council
<u>Development and approval of FY 2003-04 Budget</u>	Adopted - 9/24/2003	In progress	
<u>Development and approval of Transition Budget</u>	Adopted on 9/10/03		First Reading held on 8/20/03

Development of Council Agenda Retrieval Sites	08/20/2003	Approved	Delivery executed at previously identified sites
Development of Ad Policy	08/20/2003	Approved	
Establishment of Accounts at Public Depository, "Notice to the State Treasurer"	Account established	Completed Bank Name: Wachovia	
Filing of State Revenue Sharing Application FY2003-04	Submitted on 07/24/2003	Approved by the Florida Department of Revenue	
Government/Lobbyist	10/22/03	RFQ released; responses received and under review	
Identification of space for permanent City Hall	12/15/2003	RFP released; responses received and under review	
Insurance coverage for Elected Officials (Errors and Omissions – General Liability)	Approved 07/24/2003	Binder received	
Interlocal Agreement – Master	10/21/2003	10/8 - Miami Gardens Council Agenda; 10/16 – County Budget & Finance Committee; 10/21 – County Commission	Charter allows 180 days from swearing in of officials to execute agreement. The possibility exists that negotiations could extend beyond 09/30/2003
Interlocal Agreement – Police Agreement	9/03/2003	10/8 – Miami Gardens Council Agenda; 10/14 – County Public Safety Committee; 10/21 – County Commission	Charter allows 180 days from swearing in of officials to execute agreement. The possibility exists that negotiations could extend beyond 09/30/2003
Interlocal Agreement – Specialized Police Services	9/03/2003	10/8 – Miami Gardens Council Agenda; 10/14 – Public Safety Committee; 10/21 – County Commission	Charter allows 180 days from swearing in of officials to execute agreement. The possibility exists that negotiations could extend beyond 09/30/2003
Rules of Procedures	9/10/2003	First Reading	
Search for City Attorney	11/30/2003	Process on hold	
Search for City Clerk	Clerk Selected Official Start Date 9/29/2003		
Search for City Manager	11/19/2003	Executive Search Firm engaged; Work in Progress	
Street Signage (State Dept. of Transportation)	ASAP	Pending	

Tax Exemption and Identification Number	07/24/2003	Completed	
Utility Tax Utilization	Public Hearing 08/20/2003	First reading 08/07/2003	
Zoning Workshop I	08/14/2003 (Workshop)	Completed	
			Mock Zoning Hearing
Zoning Workshop II	9/23/2003		
Zoning Ordinance	Approved - 9/24/2003		
10/8/03			



*City of Miami Gardens*

MEMORANDUM

**To:** The Honorable City Council  
**From:** Councilwoman Audrey J. King  
**Date:** October 8, 2003  
**Re:** **REPORT**

---

Please find attached a report regarding a project called "Walking for Miami Gardens".





Office of  
The City Council

September 19, 2003

Shirley Gibson  
Mayor

Aaron Campbell, Jr.  
Vice Mayor / Council Member  
Seat 1

To: The Miami Gardens City Council  
Subject: "WALKING FOR MIAMI GARDENS"

Barbara Watson  
Council Member  
Seat 2

Audrey J. King  
Council Member  
Seat 3

Melvin L. Bratton  
Council Member  
Seat 4

Sharon Pritchett  
Council Member  
Seat 5 (At Large)

Oscar Braynon II  
Council Member  
Seat 6 (At Large)

Greetings fellow Council members of the City of Miami Gardens! We have done a lot to enhance and move our city to where we want it to be. Still there is much more work to be done. I would like for us to agree on a project that will focus on all areas of Miami Gardens. The project is called "Walking for Miami Gardens." I propose that every other month we walk together in the various District Seat areas. The purpose of this project is to bring the members of our Council closer to the residents and at the same time encourage residents who may not come to our meetings to attend.

Our walk area would be selected by the individual Council member representing the area. The Mayor and the At-Large Seats will select the area of their choice to walk. This is another way of introducing ourselves to those that we represent. I envision starting our walk on a Friday in January with Vice Mayor Campbell selecting a portion of Seat #1.

I will be happy to prepare a walk calendar for us that can also be available, in our office, for our residents' information. I would also be willing to summarize our walk in the form of a brief. This project is two-fold. We get a one-on-one visit with our residents and they can get to know us.

Please let me know your feelings on this proposal. As soon as we are in agreement, I will generate the necessary documents.

**RECEIVED**

SEP 24 2003

Sincerely,

Council Member Audrey J. King  
City of Miami Gardens  
Seat #3